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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

January 5, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, January 5, 1971 in the Commissioners Room, Main Library.

In President Lisle's absence, the meeting was called to order at 2:45 P.M. by Commissioner Malone.

On roll call, the following were noted present: Commissioners Callanan, Day, Malone, McDonnell, and Stern. Absent: Commissioners Lisle and Tournahu.

It was moved by Commissioner McDonnell and seconded by Commissioner Callanan that the minutes of the December meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch, Public Information Officer, welcomed guests and observers in attendance.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Distributed transfer fund reallocation charts to Commissioners.

2. Informed Commission that he and five staff members would attend the Mid-Winter Meeting of the American Library Association in Los Angeles from January 17-23, 1971.

3. Announced that Mr. Martelle, Assistant City Librarian, would recommend the approval of Resolutions #541 and #542.

4. Informed Commission that, as published in the December 25 edition of the Official Bulletin, San Francisco Public Library will receive $165,000 for BARC in 1971-72 and $160,000 for 1972-73 which is a considerable reduction in the present program which is operating on a budget of $316,000 for this fiscal year. However, it is expected that $80,000 will be carried over from this fiscal year to aid in the 1971-72 BARC budget.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Announced that on Tuesday, January 5, 1971, the Popular Library opened in the second floor rotunda General Reference Department. This Library has approximately 800 McNaughton titles, 500 hardbacks, 2,000 paperbacks, and 800 records.

2. Recommended the approval of Resolution #541. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #541

WHEREAS, The San Francisco Public Library received funds for the year 1970-71 under the Library Services and Construction Act administered by the California State Library to participate in the South of Market Area Library Demonstration Project; and

WHEREAS, the San Francisco Public Library is desirous of extending the South of Market Area Library Demonstration Project for two years; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept the sum of $15,000 for 1971-72 and $20,000 for 1972-73 for the administration of said grant; and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

3. Recommended the approval of Resolution #542. It was moved by Commissioner Day, seconded by Commissioner Stern, and it was unanimously approved that the following resolution be adopted:

RESOLUTION #542

WHEREAS, the San Francisco Public Library is desirous of initiating a new two-year demonstration project in the poverty areas of San Francisco; and

WHEREAS, the California State Library has reserved Federal Library Services and Construction Act grant funds for outreach projects for the San Francisco Public Library; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal funding for said grant, and be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

4. Asked for the consent of the Commission to negotiate with the City Attorney to apply for funds for publications, such as; Synergy, Chinese in California, Directory of California Non-Profit Associations, which are published by members of our Staff. This would enable the Library to have a special publication fund and, if Federal money runs out, Synergy could continue on a subscription basis.

FRIENDS OF THE LIBRARY REPORT
MR. HENRY M. BOWLES, PRESIDENT

The new Media-Mobile will be delivered between January 22-29, 1971. It will then be painted and ready for service in time for National Library Week.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Called the Commission's attention to the A. D. Little, Inc. report which was distributed. A special meeting will be held on Wednesday, January 13, 1971 at 3:30 P.M. in the Commissioners Room, Main Library in order that John Bolles, Architect and staff members of the A. D. Little, Inc. can make their final presentation to the Commission.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER STERN

Commissioner Stern called the Commission's attention to the Public Relations Activities Report for the month of December, 1970. It was moved by Commissioner Stern, seconded by Commissioner Callanan, and unanimously approved that the report of the Public Relations, Books, Art Committee be accepted.

Commissioner Stern feels there is a greater need for more publicity for various library activities to keep the public better informed.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

It was moved by Commissioner Day, seconded by Commissioner Callanan, and unanimously approved that the expenditures in the amount of $1,700.40 from the Fuhrman fund for the purchase of books for the month of December be accepted.

It was moved by Commissioner Day, seconded by Commissioner Callanan, and unanimously approved that the following resolution be adopted:

RESOLUTION #538

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves of the Bay Area Reference Center to the American Library Association Mid-Winter Conference in Los Angelss, California, from January 18-23, 1971; his expenses to be paid out of Bay Area Reference Center funds.

It was moved by Commissioner Day, seconded by Commissioner Callanan, and unanimously approved that the following resolution be adopted:

RESOLUTION #539

RESOLVED, that the Library Commission hereby authorizes the attendance of Mary Ashe, Head of the Art and Music Department, to the Music Library Association Institute January 26-27, 1971, followed by the Music Library Association Mid-Winter meeting from January 28-30, 1971 in Washington, D.C.; her expenses to be paid out of State funds.

It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #540

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Library Services and Construction Act administered by the California State Library for the operation of its reference demonstration project, the Bay Area Reference Center, and

WHEREAS, the San Francisco Public Library is desirous of extending the Bay Area Reference Center project for two years; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept the sum of $165,000 for 1971-72 and the sum of $160,000 for 1972-73 for the administration of said grant; and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #544

RESOLVED, that the San Francisco Public Library Commission hereby authorizes the attendance of Sue Critchfield and Celeste West of the Bay Area Reference Center staff at the lecture series "Current Developments in Library Reference Tools" in San Francisco, California from January 14-February 18, 1971; their registration expenses to be paid out of Bay Area Reference Center funds.

The Commission then discussed the 1971-72 budget in the amount of $5,395,397.00. The need for extra space in the Technical Services Department was discussed and Mr. Anderson informed the Commission that a "highlight" report was to be prepared and presented to the Mayor and Board of Supervisors. The Commission then commended the excellent job being done by Mr. Henry Bowles, President of the Friends.

After much discussion, it was moved by Commissioner Day, seconded by Commissioner Callanan, and unanimously approved that the budget be accepted as submitted.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER CALLANAN

It was moved by Commissioner Callanan, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #537

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

ELECTION OF OFFICERS

Commissioner Malone declared that nominations were in order for Commission officers for the 1971 term.

Commissioner Malone turned the President's chair over to Commissioner Stern and nominated Commissioner Callanan for the office of Commission President. The nomination was seconded by Commissioner Day. Commissioner Callanan was declared President by unanimous action.

Commissioner McDonnell nominated Commissioner Malone for the office of Commission First Vice-President. The nomination was seconded by Commissioner Day. Commissioner Malone was declared First Vice-President by unanimous action.

Commissioner Day nominated Commissioner Stern for the office of Commission Second Vice-President. The nomination was seconded by Commissioner McDonnell. Commissioner Stern was declared Second Vice-President by unanimous action.

It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that nominations for Commission Officers be closed.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M., Tuesday, February 2, 1971.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

January 5, 1971

RESOLUTION NO. 537

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1970, be approved:

1424 Clerk Typist
Barry Stone

1444 Clerk Stenographer
Charles Bletsch

3602 PT Page
Norman Fong

3602 PT Page
Robert K. Nagata
Alta M. Sherman
John H. Wong

3630 Librarian I
Timothy Huston
William S. Luria

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 PT Page
Michael Fung
Phillip Snell
John Q. Williams
Michael Yamamoto

3602 FT Page
Stephanie Pellum

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

January 13, 1971

Proceedings of the special meeting of the San Francisco Public Library Commission held Wednesday, January 13, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, McDonnell, and Stern. Absent: Commissioner Tournahu.

Mr. David Belch, Public Information Officer, welcomed guests and observers in attendance.

President Callanan welcomed Mrs. J. Henry Mohr, former Commissioner of the Library Commission, to the Commissionn table.

The purpose of the meeting was for the presentation of the final report of the Arthur D. Little study. However, due to the fact that the budget must be presented to the Mayor no later than January 22, 1971, a special report was presented by the City Librarian.

Commissioner Day, Chairman of the Finance, Audit, and Budget Committee, asked that Mr. Anderson give a report of the meeting he attended in the Mayor's office on January 12, 1971. The City Librarian informed the Commission that the budget for the fiscal year 1971/72 should be no higher than the 1970/71 budget. This request was asked of all other city departments by the Mayor due to the fact that the Mayor feels that taxes should not be escalated. Mr. Anderson presented a suggested revised budget of only $81,963 above 1970/71. It was suggested that $28,000 be transferred from the book appropriation to the subscription appropriation because of price increase in periodicals. Commissioner McDonnell asked if this would jeopardize our standing with the California State Library system. The City Librarian stated if a reduction in budget is forthcoming it would probably affect State and Federal funding as their funds cannot be used to replace City funds.

Commissioner Day suggested a special meeting with Mayor Alioto in order that the library's needs be appealed. It was moved by Commissioner Malone, seconded by Commissioner Day, and unanimously approved that an additional $28,000 be added to the 1971/72 budget figure in order that the book budget not be reduced.

It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the budget, as revised, in the amount of $4,795,672 for the fiscal year 1971/72 be forwarded to the Mayor.

It was moved by Commissioner Malone, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #545

RESOLVED, that the Library Commission hereby authorizes the attendance of Marjorie Stern of the Library Commission to both the meeting of the Metropolitan Library Trustees Council on January 16, 1971, and the Midwinter Meeting of the American Library Association from January 17-23, 1971 in Los Angeles, California; her expenses to be paid out of the regular library budget as travel funds permit.

Due to the cutback in the original budget request, Commissioner Stern announced that she would return to the library the travel funds allotted her.

ARTHUR D. LITTLE REPORT

Mr. Roger Malek, Project Director for the Arthur D. Little, Incorporated; Cyril C. Herrmann, Vice President; Richard Lynn, a member of the Study Team; and John S. Bolles, Architect, were present to deliver their final report to the Commission.

Three volumes entitled: 1) The Urban Central Library; 2) Users and Staff; and 3) Technical Memorandums and Program of Space Requirements were distributed to each Commissioner. Mr. Malek displayed charts and spoke briefly on space requirements and pointed out various statistics on development alternatives for building a new Main Library on the Marshall Square site or replacing and remodeling the interior of the present Main Library. He then introduced Mr. Cyril Herrmann who quoted in part, the preface by Lowell A. Martin of the School of Library Service, Columbia University, pointing out the important part the central library plays in the development of a city.

Mr. Richard Lynn addressed the Commission and displayed a chart showing three alternatives for financing the new Main Library: 1) General Obligation Bond; 2) Revenue Bond plus General Obligation Bond; and 3) Retirement System.

Mr. John S. Bolles reminded the Commission that the cost of a new Main Library in 1971 will be changed considerably due to escalation of prices.

The City Librarian advised the Commission that as soon as the building of the new Main Library commences, the $115,000 advance must be paid back to the Department of Housing and Urban Development.

It was moved by Commissioner Malone, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #543

WHEREAS, the Public Library Commission of the City and County of San Francisco has been authorized to accept an offer from the United States Government for an advance for preparation of a feasibility study for a new Main Library building for the San Francisco Public Library; and

WHEREAS, Arthur D. Little, Incorporated was engaged to prepare the feasibility study and certain planning documents for the aforesaid public work, and said firm has completed the documents and submitted them to the Library Commission; and

WHEREAS, the completed documents have been carefully studied and comply with the contractual arrangements with Arthur D. Little, Incorporated to conduct a feasibility study for a public work essential to the community with development plans and financial alternatives for consideration by the City and County of San Francisco; now. therefore, be it

RESOLVED, by the Public Library Commission of the City and County of San Francisco, the authorized applicant for the planning advance, that the feasibility study and planning documents submitted by Arthur D. Little, Incorporated as the basis for detailed planning of the proposed Main Library, dated January 1, 1971 are hereby accepted, and the statements on Form HUD-4430, Request for Review of Planning Documents, in connection with Department of Housing and Urban Development Project number P-Calif-3911 be and the same hereby approved; and that certified copies of this resolution be filed with the Department of Housing and Urban Development.

There being no further business to come before the Library Commission, it was moved by Commissioner Malone, seconded by Commissioner Day, and unanimously approved that the meeting be declared adjourned.

The next regular meeting of the San Francisco Library Commission will be held on Tuesday, February 2, 1971 at 3:30 P.M. in the Commissioners' Room, Third Floor, Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

February 2, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, February 2, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, and Stern. Excused: Commissioners Day, McDonnell, and Tournahu.

Mr. David Belch, Public Information Officer, welcomed guests and observers in attendance.

It was moved by Commissioner Lisle and seconded by Commissioner Malone that the minutes of the January meeting be approved as submitted. There being no objection, it was so ordered.

It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the minutes of the Special Commission meeting held January 13, 1971 be amended. Resolution #543 was amended to read as follows:

RESOLUTION #543

WHEREAS, the Public Library Commission of the City and County of San Francisco has been authorized to accept an offer from the United States Government for an advance for preparation of a feasibility study for a new Main Library building for the San Francisco Public Library; and

WHEREAS, Arthur D. Little, Incorporated was engaged to prepare the feasibility study and certain planning documents for the aforesaid public work, and said firm has completed the documents and submitted them to the Library Commission; and

WHEREAS, the completed documents have been carefully studied and comply with the contractual arrangements with Arthur D. Little, Incorporated, to conduct a feasibility study for a public work essential to the community with development plans and financial alternatives for consideration by the City and County of San Francisco;

Now, therefore, be it resolved by this Board of Supervisors of the City and County of San Francisco, governing body of said applicant, that the feasibility study and planning documents by Arthur D. Little, Incorporated as the basis for detailed planning of the proposed Main Library,

dated January 1, 1971, are hereby accepted by said applicant and the statements in Form HUD-4430, Request for Review of Planning Documents, in connection with Department of Housing and Urban Development Project number P-Calif 3911 be and the same hereby approved: and that certified copies of this resolution be filed with the Department of Housing and Urban Development.

President Callanan called on Assistant City Librarian Martella who introduced Mr. Joe Sugg, President of the Staff Association. Mr. Sugg presented the annual Outstanding Staff Member of the Year award to Mrs. Gladys Hansen, Librarian II in the Special Collections Department. She received a check in the amount of $25.00 and her name will be engraved on the Staff Association Placque which hangs in the reception area of the Commissioners' Room.

The Commission congratulated Mrs. Hansen and expressed appreciation for her excellent work.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Mr. Anderson reported on the ALA Midwinter Meeting held in Los Angeles:

   The Metropolitan Library Trustees Council met for one day and discussed items of special concern to large urban libraries. These concerns centered on finances and legislation. They have agreed to organize and affiliate with the American Library Trustees Association and to hold a two day meeting prior to the Annual Conference of ALA in Dallas.

   Much time of the Association was spent in trying to reorganize the Association. Final action was delayed until the Dallas conference .

   Mr. Anderson met with the administrators of the large public libraries where such topics as security measures legislation and children's fines were discussed. He also reviewed for the group the ADL Study. Several members of the group are anxious to read the report.

2. Asked the Commission's approval of Resolution #546 emphasizing the need of qualified librarians for SFPL. Feels recruiting interviews must continue in order to realize this goal. Also stated that Librarian II and III, Chiefs, and Coordinator tests are being prepared by Civil Service. . .

3. City Librarian's memorandum on the completion of the HUD agreement on Main Library Study was distributed. On Monday, February 1, 1971, he, Mr. Martelle, and Mr. Cerasi appeared before the Finance Committee of the Board of Supervisors to present the resolution on the acceptance of the Arthur D. Little, Incorporated Study to forward to the Department of Housing and Urban Development. No quorum was present on Wednesday. Therefore, this was placed on the calendar for February 2, 1971, and was approved. The latest edition of the Arthur D. Little Study was sent to: the Board of Supervisors; Clerk of the Board, Robert Dolan; Chief Administrative Officer, Thomas J. Mellon; and Controller, Nathan B. Cooper. Deadline date which this report must reach the Mayor's office is February 20, 1971. Final report will be presented to the Commission upon completion.

4. Distributed Study and Action Plans on Arthur D. Little Report to the Commission. Asked that the Commission read this communication and indicate their feelings on Tuesday, March 2, 1971, at the next Commission meeting.

5. Asked for a change in the 1971/72 budget figure shown on page 3 of the Budget Request. The figure, under uncontrolled increases, be changed from $109,963 to $114,627 thereby changing the total request 1971/72 to read $4,800,336. The reason for this change is in wage increases. It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the budget request for 1971/72 be $4,800,336.

6. The library systems, identified in the State Library Master Plan as reporting to SFPL as their level III reference center, have been asked to affiliate with BARC for 1971/72 and a coordinated budget request will be submitted to the State Library by March 1. We believe BARC is no longer an experiment, but a central part of the plan for development of a reference network for Northern California.

7. The Business Newsletter is being revived on a quarterly basis using various themes. First issue should be ready by April, 1971.

8. Announced that he and Miss Collopy, Head Librarian, Business Branch, will attend a luncheon for the World Trade Library. This library is now being sponsored by Pepperdine College and is reportedly looking for new quarters near the Business Branch.

9. Pointed out the many events taking place this month, such as; Chinese New Year, Black History Week, African-American Week, etc., and called the Commission's attention to the Program Guide for SFPL.

10. Mr. Anderson is serving on the Public Libraries Study Committee which is now framing a proposal for a study of public libraries in the United States similar to the Public Library Inquiry of 1949. Mr. Anderson expects to take two out-of-town trips this year in order to serve on this advisory committee.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. The Popular Library which has been in operation for one month may increase the Main Library circulation figures by 10%.

2. Called the Commission's attention to Resolution #542 dealing with outreach projects in the poverty areas of San Francisco. He presented a proposed program for their perusal.

3. Explained Resolution #547 to obtain surplus federal property, such as; trucks, jeeps, and mechanical equipment from the San Leandro depot. Approval of this resolution will give the library top priority on acquiring needed items.

4. Asked for approval of Resolution #548.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Advised Commission that Resolution authorizing the award of Oil and Gas Lease of 40 acres in Kern County to Central California Oil Company, highest bidder with $1100 Bonus Payment, was approved by the Board of Supervisors. One-sixth royalty will be realized of any gas or oil recovered.

2. Informed the Commission that the Bookmobile has been newly painted.

It was moved by Commissioner Lisle, seconded by Commissioner Malone, and unanimously approved that the Library Administration Reports be accepted as submitted.

BUILDING DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Commissioner Malone advised the Commission that the study for a new Main Library was successfully completed.

PUBLIC RELATIONS, BOOKS ART COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner Malone and unanimously approved that the Public Relations Activities Report for the month of January be accepted.

2. Attended meeting at the ALA Midwinter Conference in Los Angeles and it was suggested that each Librarian write his Congressman on private stationery, including title, stressing the importance of legislative action in library aid.

3. Suggested that the Library make a graphic presentation of their budget needs and read a program that was used in Detroit.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER DAY

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman fund in the amount of $15,189 be accepted.

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #546

RESOLVED, that the Library Commission hereby authorizes that City Librarian John F. Anderson and Personnel Officer David G. Murphy be reimbursed for expenses to be incurred while conducting recruiting interviews at library schools at the University of Southern California, Los Angeles, California on February 18, 1971; at the University of California-Los Angeles, California on February 19, 1971; the University of Washington, Seattle, Washington on March 11, 1971; and the University of Oregon, Eugene, Oregon on March 12, 1971; these expenses to be paid out of the regular budget as travel funds permit.

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #547

WHEREAS, the San Francisco Public Library is desirous of acquiring certain Federal surplus property for use in its library operations, and

WHEREAS, in accordance with Section 2 of the California State Educational Agency for Surplus Property plan of operation, as amended, filed with, and approved by, the Department of Health, Education, and Welfare; now, therefore, be it

RESOLVED, by the San Francisco Public Library Commission and hereby ordered that the following officials and/or employees of the above-named organization whose names, titles, and signatures are listed below, shall and are hereby authorized as our representatives, to acquire Federal surplus property from the California State Educational Agency for Surplus Property under the terms and conditions listed.

Harold D. Martelle, Assistant City Librarian

George Cerasi, Secretary to Library Commission

William O'Brien, Engineer

Al Campos, Assistant Engineer

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #548

WHEREAS, the San Francisco Public Library has published various periodicals, monographs, indexes, bibliographies, and other materials; and

WHEREAS, it is the intent of the San Francisco Public Library to continue such publications related to library subjects, San Francisco area subjects, and related materials; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission request the Board of Supervisors of the San Francisco City and County to amend the San Francisco Administrative Code by adding thereto Section 10.183 authorizing the Library Commission to publish and sell periodicals,

monographs, pamphlets, and books together with the establishment of a special fund to which all monies derived from or for the above shall be credited; providing for the expenditure of said monies exclusively for the above purpose; and requiring annual reports to Board of Supervisors, Mayor, and the Controller.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Lisle, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #549

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the San Francisco Public Library By-Laws be amended to read as follows:

In conformance with Sec. V of the San Francisco Public Library Commission By-Laws, Sec I.E. (Standing Committees) of the By-Laws was, by unanimous vote of the Commission Members present, amended to read as follows:

I. E. Standing Committees

The President shall appoint Commissioners to the following standing committees, to serve for a period of one year:

1. Main Library Committee. This Committee shall be concerned with service and building matters related to the Main Library, and an important function will be the obtaining of adequate quarters for the various operations of the Main Library. This Committee will be responsible for review of the regional and state plan aspects of library service since the Main Library serves as a central resource center.

2. Budget and Operation Committee. This Committee shall review and submit to the Commission for its approval, Financial Resolutions, the details of the management of and expenditures from operating and capital funds made available to the Library Department from annual appropriations or other sources including gifts and bequests. The Committee shall, also, confer with the Librarian and Secretary regarding the preparation of the annual budget and represent the Commission at all hearings concerning it.

   This Committee shall report to the Commission all proposals for the acquisition, leasing, construction, improvement, expansion, alteration, and replacement of, or, additions to all physical properties or premises used or to be used for library purposes. There will be joint consultation with the Main Library Committee on matters relating to this building.

3. Personnel and Staff Relations Committee. This Committee, in consultation with the City Librarian, shall consider and report to the Commission, matters of policy with respect to the general organization, operations, and staffing of the Department.

4. Community Affairs Committee. This Committee shall act as Liaison with the Friends of the San Francisco Public Library, League of Women Voters, and such committees as the Charter Revision Committee, and other interested bodies. The Committee is charged with public information contacts on behalf of the Library, and press relations as concern Commission matters.

5. Library Resources Committee. This Committee shall handle intellectual freedom matters, formulate policies on collection development and control Technical Services operation, make recommendations of funds for library resources and provide guidance for the publications fund.

6. Library Extension. This Committee shall review work on the library portion of the Master Plan and on outreach projects. The Committee shall handle matters dealing with branch libraries and programs.

COMMITTEE ASSIGNMENTS

Main Library Committee	Commissioner Malone, Chairman Commissioner Day Commissioner Stern
Budget and Operation Committee	Commissioner Day, Chairman Commissioner Lisle Commissioner Malone
Personnel and Staff Relations Committee	Commissioner Lisle, Chairman Commissioner Tournahu Commissioner McDonnell
Community Affairs Committee	Commissioner Stern, Chairman Commissioner McDonnell Commissioner Day
Library Resources Committee	Commissioner McDonnell, Chairman Commissioner Stern Commissioner Tournahu
Library Extension	Commissioner Tournahu, Chairman Commissioner Malone Commissioner Lisle

President Callanan
Ex-Officio

COMMUNICATIONS

FROM: (Miss) Estelle M. Depper, Trust Officer, Wells Fargo Bank advising that the San Francisco Public Library is to receive the library collection of the late Edgar M. Kahn, who died December 26, 1970.

There being no further business to come before the Commission, it was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the meeting be declared adjourned until Tuesday, March 2, 1971 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI, Secretary

February 2, 1971

RESOLUTION NO. 549

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1971, be approved:

2714 Janitor
Ralph C. Maxwell

3602 FT Page
Barbara Richstone

3602 PT Page
Ronald Baker
Leslie Ingledue

3602 PT Page
Michael Kelechava
James McCarthy
Jim Molinari
Steven Randall

7416 Book Repairer
Jake Gonzales

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Junior Clerk Typist
Margo Swenson

1424 Clerk Typist
Mary Neville

2714 Janitor
Walter Scales

3602 FT Page
June Gross

3602 PT Page
Joseph Augustino
Irma P. Frias
Leslie Ingledue
Imelda B. Kit

3602 PT Page
Gary Ma
Diana Shaffer
Pamela Stephens
Nancy Vellutini

3616 Lib. Tech. Asst. I
Christine Madrid
Edward Sherrod
Charlotte Slaten

3630 Librarian I
Mary Richter

7416 Book Repairer
Ivan Wong

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

March 2, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, March 2, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Malone, McDonnell, Stern, and Tournahu. Excused: Commissioner Lisle.

Commissioner Stern noted that the wording on Page 5, Item 2 was incorrect inasmuch as each Librarian should write his Congressman on private stationery, including title, about one specific subject on aiding libraries. It was moved by Commissioner McDonnell, and seconded by Commissioner Stern that the minutes be approved as corrected. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Submitted Federal applications for over $500,000 for three projects. The BARC budget proved difficult because of increased costs.

2. Will be going on another recruitment trip to Seattle and Eugene in one week. The Los Angeles recruitment trip proved to be very successful. The recruitment brochure has been received favorably and several have been sent to ALA per their request.

3. Letter received from Allan B. Jacobs, Director of Planning, announcing a meeting to be held at Polytechnic High School on March 23, 1971 at 7:30 P.M. in reference to replanning of the Haight-Ashbury area. Indicated the library will be alert to participation in this planning study.

4. Master plan has been delayed and is being revised for all City departments including the Library. We will be checking with the Planning Department for completion.

5. Anne Kincaid, Coordinator of Adult Services, announced the success of the 18 adult programs around such celebrations as Chinese New Year and Black History Week, etc., presented in February.

Due to the fact that Commissioner Day had to leave the meeting early, President Callanan asked that she be permitted to make her report out of Agenda order.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $1,741 be accepted.

2. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #551

RESOLVED, that the Library Commission hereby authorizes the attendance of Miss Betty Schwabacher, Treasurer of the Association of Children's Librarians, and nine other children's librarians, at the ACL Institute on Counter-culture to be held Thursday, March 11, 1971, in Berkeley, California; registration expenses to be paid out of State funds.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. The Popular Library completed its second month and the use indicates it is increasing the total Main Library circulation by 10%.

2. Announced that Resolution #548, the ~~publicity~~ PUBLICATION resolution, was approved by the Board of Supervisors Finance Committee on Wednesday, February 24 with a few alterations. It will be presented to the full Board on March 8.

3. The Chinatown Community Development Corporation requested that the Commission seek federal funds for a feasibility study of a combination housing project and new library. He asked the Commission's permission to investigate this further. Permission granted.

SECRETARY'S REPORT
MR. GEORGE CERASI

No report.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

L. Miss Mary Louise Stong, Vice President of the Friends, reported that the Friends are looking forward to National Library Week and the book sale which will be held at Polk Hall in the Civic Auditorium. They will have a preview night on Thursday, April 15 for members of the Friends and public who will be charged a $3.00 fee.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

Informed the Commission that the Committee held a meeting with the City Librarian, Assistant City Librarian, and Secretary to the Library Commission and time was devoted to the study of the HUD report in order to plan the future Main Library Building. He suggested that Friends be invited to become part of the Study Committee.

It was moved by Commissioner McDonnell, seconded by Commissioner Tournahu, and unanimously approved that the Main Library Committee report be accepted.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

In Commissioner Lisle's absence, Commissioner McDonnell moved, Commissioner Tournahu seconded, and it was unanimously approved that the following resolution be adopted:

RESOLUTION #550

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the Public Relations Activities Report for the month of February be accepted.

2. Received letters from Mrs. Alfred E. Heller in which she enclosed an article regarding miniaturization, and Miss Ivanore Barnes, a hard-working member of the Friends in which she suggested:

   a) Going to Seeley G. Mudd fund for a building grant for San Francisco Public Library.

   b) Making it possible for patrons who care about the library to make small donations.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

No report.

LIBRARY EXTENSION
COMMISSIONER TOURNAHU

No report.

COMMUNICATIONS

FROM: S. Lee Vavuris, Appointee to the Superior Court Bench, thanking President Callanan for his congratulatory letter. Extended an invitation to the Commission to attend his induction ceremonies on March 5, 1971 at 4:00 P.M. in the Board of Supervisors chambers.

Henry M. Bowles, Former President of the Friends, expressing his appreciation to the Commission for courtesies extended him during his term in office.

There being no further business to come before the Commission, it was moved by Commissioner McDonnell, seconded by Commissioner Tournahu, and unanimously approved that the meeting be declared adjourned until Tuesday, April 6, 1971 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

March 2, 1971

RESOLUTION NO. 550

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1971, be approved:

1424 Clerk Typist
Leticia Alas
Joell Liebert

2714 Janitor
Wardell Chavis
E. Lee Hussey
Norman S. Martin

3602 FT Page
Victoria López

3602 PT Page
Owen Brady
Connie Chiu

3602 PT Page
William Chow
Marc Passen
Michael Read
ManCheuk So
James Taylor
Thomas Toyooka

3630 Librarian I PT
Nina Romanoff

3630 Librarian I
Lea D. Burroughs
Jacqueline Smeeth

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1424 Clerk Typist
Harvey Good
Vincent Jang

1444 Clerk Stenographer
Noelle Carrasco

2714 Janitor
Wardell Chavis

3602 PT Page
Roberto Bracamonte

3602 PT Page
Timothy Bresnehan
Ty Ding
Alfred Fernando
Luis Robles
Gary Trodick

3610 Library Assistant
Jerry Brown

3632 Librarian II
Helen Hintereder

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

April 6, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, April 6, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Malone, McDonnell, Stern, and Tournahu. Excused: Commissioner Lisle.

It was moved by Commissioner Malone and seconded by Commissioner McDonnell that the minutes of the March meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. The South of Market and BARC projects have been approved for federal funding for the next year.

2. Called Commission's attention to the new letterhead stationery, a sample of which was included in each Commissioner's folder.

3. Civil Service written examinations for Librarians II, III, Chiefs, and Adult Coordinator will be given on May 22 and a number of staff members will be taking promotional exams. Oral exams will be given in June in San Francisco and at the ALA Conference in Dallas.

4. Had a meeting with Certified Public Accountants Society about a civic project to help in developing business operations of library business which in turn would assist other city departments. Further report to be given later.

5. Oral Boards for Librarian I will be held on April 30 and several library school students will be in attendance. Interviews will be held at the University of California in Berkeley, April 13 and 14.

6. Mr. Martelle announced that the Library has a mobile unit called the *Whole World* which will be formally presented by the Friends of the San Francisco Public Library to Mayor Alioto, for the people of San Francisco at City hall on Wednesday, April 14, at 11:30 A.M. Mrs. Moses, Chief of Branches, introduced the staff of the *Whole World*. Mrs. Elinor Martin, in charge of operation of the vehicle; Miss Sue Campbell, Librarian,

Ortega Branch; and Mr. Bill Luria, Librarian, Bernal Branch. Mrs. Martin distributed samples of paperback books with which the unit will be equipped. There are also facilities to show 16mm and 8mm films and slides on an outside projection screen, a tape recorder, AM-FM radio, and loud speakers. Books are checked out for a two-week period and may be returned to any branch. No fines will be collected. Miss Campbell informed the Commission that an announcement had appeared in the Official Bulletin encouraging the entire staff to participate in the operation of the *Whole World* and that 4 librarians would be on duty during National Library Week and 6 on duty during the Friends' book sale. Mr. Luria announced that stops would be flexible. There will be no definite schedule set up in order that special events could be worked into the unit's scheduled stops. They plan to participate in many neighborhood activities, like the Polk Gulch Celebration and Senior Citizens' Hobby Show. Is hopeful that this will be a 7-day week project for various areas of the City. The Commission and guests were invited to the reception which is to be held on Friday, April 16 in the well of the Main Library from 9:30 A.M. to 12:00. President Callanan congratulated the Committee for a fine job.

7, The City Librarian called the Commission's attention to the revision in some of the budget figures and distributed budget material prepared by his Administrative Assistant which will be distributed through the Friends and through each branch.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Announced an experiment at the Main Library to encourage return of books. Notices are to be sent out on multi-forms stating that if a book is returned within 7 days, one week's fines will be excused. *Whole World* is experimenting with no fine policy as cost of fines would exceed price of material. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that permission be granted to proceed with this experiment.

2. Reported he is exploring the possibilities for the San Francisco Public Library to make application for a grant under the Drug Abuse Act of 1970. The Library seeks endorsement by the Coordinating Committee on Drug Abuse. Primary emphasis in the application would be to serve as the distribution center of all material pertaining to drug abuse. A tentative proposal may be forwarded to the Federal Government on April 16. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that permission be granted to apply for grant.

SECRETARY'S REPORT
MR. GLORGE CERASI

Informed Commission that progress is being made in finding ways to cut costs, increase income, and step up maintenance of buildings and equipment.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Mr. Henry M. Bowles, Past President of the Friends, reported that he was very pleased with the report submitted by the *Whole World* Committee and congratulated them for their fine work.

2. Commended Mrs. Mayer, secretary to the Friends, for her hard work and excellent cooperation in preparing National Library Week material.

3. Book sale will have a preview night on Thursday, April 15 at Polk Hall Civic Auditorium and the public will be requested to make a $3.00 donation or join Friends and enter free. In lieu of a lecture, there will be a panel discussion on "Whatever Happened to Front Page Farrell?" featuring Joan Didion, George Leonard, Dick Reinhardt, with Scott Beach as Moderator.

4. In cosponsorship with the Office of Children's Services, Augusta Baker, Coordinator of Children's Services, New York Public Library, will hold a professional workshop on Friday, April 23, and a family workshop on Saturday, April 24 in the Exhibit Room on storytelling.

5. An illustrated lecture by Christie Harris and her daughter, Moira Johnston on The Clothing Revolution on Wednesday, April 21, 7:30 P.M., Exhibit Room.

6. Many branch programs are planned: Ernest J. Gaines will be at the Western Addition Branch on Monday, April 19, 8:00 P.M.; at the Presidio Branch, Elton C. Fax with chalk talks, draws as he talks; Potrero Hill Branch will have the 16th Annual Artists' Festival on Saturday, April 17, 8:00 P.M. Mr. Bowles invited the Commission and guests to attend the many activities.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

Had a meeting with Mr. Anderson and Mr. Martelle to discuss objectives and will meet with Committee of Friends soon to begin organization work.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $919.63 be accepted.

2. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that Resolution #461, a gift of $300.00 from Katherine Schmulowitz for the purchase of books, be adopted.

3. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #486

RESOLVED, that the Library Commission hereby authorizes that City Librarian, John F. Anderson, be reimbursed for expenses incurred while attending the "Seminar on Reading in the 70's" sponsored by the U. S. Office of Education at Mt. St. Mary's College in Los Angeles, California on March 15, 1971; his expenses to be paid out of state funds.

4. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #544

RESOLVED, that the Library Commission hereby authorizes the attendance of a staff member to be selected by the City Librarian to the "State Library Consultant and Public Library Systems Workshop" at Redding, California, May 23-27, 1971; expenses to be paid out of state funds.

5. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #552

WHEREAS, the Appropriations recommended for California by President Nixon under the Library Services and Construction Act for fiscal 1972 have been drastically cut by 70% and

WHEREAS, cuts in the LSCA Title I, which funds the Bay Area Reference Center and the South of Market Library Demonstration Project, and Title II, which funds library construction would be detrimental to the future services and facilities of the San Francisco Public Library; now, therefore be it

RESOLVED, that the San Francisco Public Library Commission does hereby state its opposition to the proposed reduction in funding of library programs under the above-mentioned legislation and urges that these programs be adequately funded to ensure the continuation of crucial library services.

Commissioner Stern stressed the importance of communicating with all Congressmen and read letters from Phil Boone of the House Appropriations Committee and a letter from ALTA encouraging communication with Senators and Congressmen.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

In Commissioner Lisle's absence, it was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #454

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the Library's Public Relations Activities Report for the month of March be accepted.

2. Commended Lyn Helling on her fine work and creativity in preparing budget summary material, and Mig Mayer of the Friends, for her imaginative and creative work in the presentation of National Library Week material. Gilbert McNamee, Assistant Director of BARC, showed posters and mobiles and other publicity material prepared by BARC to be used by the various participating library systems. Commissioner Stern congratulated him for the fine quality of this program.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

A recent Grand Jury report urged that the Library reinvestigate the possibility of multi-year periodical subscriptions in order to save unit costs. The Library is now investigating, with the City Purchaser, means of multi-year subscriptions for its periodical collections.

LIBRARY EXTENSION
COMMISSIONER TOURNAHU

Work has been resumed on a revision of the Library portion of the City's Master Plan. The Planning Department initiated joint work on this revision shortly before the Arthur D. Little study was undertaken. It was agreed to defer this revision until completion of the study.

The revision is being coordinated by the Chief of Branches, who is also using a small committee of librarians. As soon as a recommended draft is completed, it will be presented to the Commission for review and approval.

Investigations are continuing on seeking federal funds to study the feasibility of combining housing with a new branch library in Chinatown. A report on this investigation is expected for the May meeting.

COMMUNICATIONS

FROM: Mrs. Ross, DAR California Chapter, asking for continuing support of a cooperative program with the Library on building of a geneology collection. A listing of contributions was included for a 10 year period.

Claude W. Hass, Assistant Chief, Bureau of Audio Visual and School Library Education, State of California to Miss Effie Lee Morris, Coordinator, Children's Services, in appreciation for work on the ESEA Advisory Committee.

President Callanan reminded the Commission of the many events planned for National Library Week and urged that members try to attend as many of them as possible.

There being no further business to come before the Commission, it was moved by Commissioner McDonnell, seconded by Commissioner Tournahu, and unanimously approved that the meeting be declared adjourned until Tuesday, May 4, 1971 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

April 6, 1971

RESOLUTION NO. 554

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March, 1971, be approved:

1422 Junior Clerk Typist
Hazel Marschand

1424 Clerk Typist
Delinda Wadley

3602 FT Page
Gilbert Atwood
William Glennen

3602 PT Page
Edgard Acevedo
Kevin Brady

3602 PT Page
Winifred Harrison
Briana Moore
Richard O'Toole
Kenneth Simon
Erwin Wong
George Wong

3616 Lib. Tech. Asst. I
Linda E. Leung

3630 Librarian I
Nancy Kellum-Rose

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Junior Clerk Typist
Mary Ann Rogers

1424 Clerk Typist
Leanne Travers

3602 FT Page
Claudio Lopez

3602 PT Page
Francine Ferrero
Marilyn Gee
Donald Wong
Gerda Wutzke

3610 Library Assistant
James A. Butterick

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

May 4, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, May 4, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, McDonnell, and Stern. Absent: Commissioner Tournahu.

Mr. Cerasi, Secretary to the Library Commission, welcomed guests and observers in attendance.

It was moved by Commissioner Malone and seconded by Commissioner McDonnell that the minutes of the April meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN"S REPORT
MR. JOHN F. ANDERSON

1. Distributed two-page document to Commission pertinent to Master Plan for the Aging.

2. BARC is negotiating with surrounding Library systems for expansion of the service under its 1971-72 contract.

3. David Henington, Director of the Houston Public Library, recently visited our Main Library. A new library building will be erected in Houston from money obtained through a bond issue and Mr. Henington will visit several more libraries to discuss plans for building a central library.

4. Attended two budget hearings: the public hearing on April 26 and the Departmental hearing on April 28. Commended the Friends for their excellent support. Commissioners Callanan and Stern spoke at the Departmental hearing. Commissioners Day and Stern stated that letters had been forwarded to the Board of Supervisors stressing the necessity for approving a budget that would enable the Library to maintain the current service levels.

5. Reported that his Administrative Assistant is working on a Commissioners' manual

6. Will be attending the *State Library Consultant and Public Library Systems Workshop* at Redding, California, May 25-27 as the representative from this system.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Announced that no word has been received on the drug abuse education preliminary proposal submitted to the Department of Health, Education, and Welfare.

2. Whole World Mediamobile is a huge success and has been well accepted by the public.

3. The Chinatown Community Development Corporation is preparing a proposal study for developing a multi-use building in Chinatown.

4. Reported the apprehension of a person believed to be a book thief. Recovered several hundred books in his possession. Commended staff for their fine work in apprehending the suspect.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The attention of the Commission was directed to the fact that the City's general fund will now realize 10% of the gross income from the copy machines in the Main and branch libraries.

2. Announced that the Board of Supervisors will have a meeting on May 6, 1971, Room 228 in reference to the residence requirements of City employees. Mr. Anderson informed the Commission that he had sent a copy of his letter addressed to the Civil Service in opposition to residency requirements to Commissioner Lisle.

   It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the matter be held over for further discussion.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

Mr. Richard Reinhardt, member of the Friends' Executive Committee, reported that National Library Week was a tremendous success. The book sale's net profit amounted to over $15,000. The special programs, workshops, and lectures were all well received and generated a great amount of publicity. Mr. Reinhardt thanked the Commission for their assistance in obtaining Polk Hall for the book sale.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

Commissioner Malone announced that the Main Library Committee (Commissioners Malone, Day, and Stern) will meet in the City Librarian's Office on May 18, 1971 at 3:30 P.M. A Committee from the Friends will be in attendance together with Mr. Anderson, Mr. Martelle, and Mr. Cerasi.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $2,996.65 be accepted.

It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #553

RESOLVED, that the Library Commission hereby authorizes the attendance of Ruth Stevenson of Science and Technology Department's Documents Division, to the Archival Symposium *Exploration and Settlement of the Pacific Basin* in San Francisco, May 21, 1971; her registration expenses to be paid out of State funds.

It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #554

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez, Bay Area Reference Center Director; Gilbert W. McNamee, Bay Area Reference Center Assistant Director; and Roberto Esteves of the Bay Area Reference Center staff, to the annual American Library Association Conference, Dallas, Texas from June 20-25, 1971; their expenses to be paid out of Bay Area Reference Center funds.

It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously carried that Resolution #555 authorizing a Library Commissioner to attend the annual American Library Association Conference in Dallas, Texas from June 20-25, 1971 be disapproved. It was recommended that the monies to be used for this be returned to the City's general fund.

It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #556

RESOLVED, that the Library Commission hereby authorizes the attendance of City Librarian John F. Anderson to both the American Library Association Pre-Conference, Dallas, Texas from June 17-19, 1971, and the American Library Association Annual Conference, Dallas, Texas from June 20-25, 1971; his expenses to be paid out of the regular Library travel budget as travel funds permit.

It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #557

RESOLVED, that the Library Commission hereby authorizes the attendance of Audrey Wood, Head of Main Library Children's Room, and Karey Wehner, Children's Librarian at Excelsior Branch, to the Sixth Intermountain Conference on Children's Literature, at the University of Utah, Salt Lake City, Utah from June 7-11, 1971; their expenses to be paid out of State funds.

It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #558

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid, Coordinator of Adult Services; Effie Lee Morris, Coordinator of Children's Services; George Alfred, Head of Waden Branch; and Paul Wang, a Librarian at North Beach Branch to the annual American Library Association Conference, Dallas, Texas, from June 20-25, 1971; their expenses to be paid out of State funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Lisle, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #559

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the Public Relations Activities Report for the month of April be accepted.

Commissioner Stern extended her appreciation to all the members of the Friends of the San Francisco Public Library for their excellent teamwork and cooperation in making National Library Week so successful. She outlined the role of the Friends in assisting the Library with programs and exhibits. She commended the news media for the excellent coverage and passed around publicity clippings to the Commissioners. She also directed the Commission's attention to a leaflet pertinent to a lecture given by Father Moynihan of the University of San Francisco and commended Father Moynihan for his fine work in public relations.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

Announced to the Commission that the San Francisco Public Library is authorized to publish and sell periodicals, monographs, pamphlets, books, and other materials relating to library subjects. The ordinance was passed by the Board of Supervisors at its meeting of March 25, 1971.

LIBRARY EXTENSION
COMMISSIONER TOURNAHU

In Commissioner Tournahu's absence, President Callanan announced that the Library Extension report for April will be carried over to the June meeting.

There were no communications for the month of April.

President Callanan commented that the disapproval of Resolution #555 would enable the expenses allotted to the Commissioner for the American Library Association Annual Conference to be turned back to the general fund as a help toward alleviating the tax situation.

There being no further business to come before the Commission the meeting was declared adjourned to Tuesday, June 1, 1971 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

May 4, 1971

RESOLUTION NO. 559

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April, 1971, be approved:

1424 Clerk Typist
Estelle Milber

1444 Clerk Stenographer
Evelyn Ayers

3602 FT Page
Paul A. Costa
Geraldine Schwartz

3602 PT Page
Bernard Chan
Curtis H. Felix
Harry Hu
Michael W. Lee
Robert Louie
Marilyn Murphy
Stanley Watkins
Jerry I. Wong

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

2714 Janitor
Ralph Maxwell

3602 FT Page
Barbara Richstone

3602 PT Page
Winston Fong
John Gettys

3602 PT Page
Bonita James
Chester Louie
Alta M. Sherman

3630 Librarian I
Sonia Cole
Nancy Kellum-Rose

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

June 9, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Wednesday, June 9, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 2:25 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, McDonnell, Stern, and Tournahu. Excused: Commissioner Day.

Mr. David Belch, Public Information Officer, welcomed guests and observers in attendance.

It was moved by Commissioner Lisle, and seconded by Commissioner McDonnell that the minutes of the May meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Passed out Commissioners' Manual for Commissioners. The manual provides space for regular library communications and gives information regarding policies, organization, budget, salaries, and other items of concern to the Commission. Will welcome any suggestions from the Commission.

2. The Peninsula Library System has agreed to discuss enlargement of our periodicals catalog to include San Mateo County and participating libraries. A meeting will be held June 11 to discuss our involvement in this project.

3. Discussed Resolution #564 relevant to the funding for Bay Area Reference Center. City Librarian received word that an additional $40,000 is available for BARC next year. Mr. Martelle has communicated with the Controller and City Attorney's office and the Commission will be kept informed of all additional monies received.

4. The State Consultants workshop in Redding was successful in starting a vehicle for library systems participation in decisions on statewide library planning. A workshop will be held in the fall.

5. The California Board of Library Examiners has passed regulations for the establishment of a Register of Librarians.

6. The California Library Association has voted by a 5 to 1 margin to restructure itself into a federation with the Institute of Libraries (Administrators and Trustees) and the Society of Librarians (Librarians only) being the first units in this federation. An employee group of non librarians is also being formed.

7. Directed the Commission's attention to the fact that he will be attending the ALA pre-conference and the annual conference in Dallas next week.

8. BARC is holding a workshop on Intellectual Freedom on Friday in the Exhibit Room. Among the speakers will be Senator George Moscone who will be speaking on views from the Legislature. Assistant City Librarian Martelle reminded the Commission that Senator Moscone received a citation from the California Library Association. Mr. McNamee, Assistant Director of BARC, invited the Commission and guests to attend.

9. The National Conference of the Special Library Association is in progress in San Francisco and several members of the staff are active in the program and management of this conference.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Called Commission's attention to the fact that another book thief has been apprehended. 160 books checked out fraudulently in three different names. Complete recovery was made.

2. The Library will be participating in the Neighborhood Youth Corps Summer Task Force as in previous years. Students will be sent from the Board of Education, Catholic Youth Organization, YWCA, and Chinese Youth Council. The 100 students will be assigned duties at the Main and all branch libraries.

3. The San Francisco Planning Commission will be having presentations of their Design Program for San Francisco in June and July with displays in five of our branch libraries. The *Official Bulletin*, June 11 issue, page 7 features an article naming branches.

SECRETARY'S REPORT
MR. GEORGE CERASI

The Secretary announced that Mr. Anderson would read a letter from the Board of Supervisors regarding the Business Branch.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Mrs. William F. Luttgens, member of the Executive Committee, reported that the Martin Luther King project has been terminated and the Friends are looking for a publisher to print the bibliography.

2. New books are being gathered for next year's book sale and 1/3 of books already have been collected as Friends had at the beginning of this year's sale.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

Announced that a meeting was held in the City Librarian's office and that several points were taken up, such as size of project, financing, when the measure should be put on the ballot, etc. The meeting was successful and will meet again today after the Commission meeting for further discussion.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. Secretary George Cerasi read resolutions in Commissioner Day's absence. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the expenditures in the amount of $597.99 for the purchase of books for the month of May be accepted.

2. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolutions be adopted:

RESOLUTION #560

RESOLVED, that the Library Commission hereby authorizes the attendance of Edith O'Donnell of the Bay Area Reference Center at the San Francisco Museum of Art's Animation Film Workshops, to be held from June 23 - August 25, 1971; her registration expenses to be paid out of Bay Area Reference Center funds.

3. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #562

RESOLVED, that the Library Commission hereby authorizes the attendance of William A. Laughrey, head of the Order Department, to the *Workshop on Mechanization of Library Technical Processes* sponsored by the University of California Extension-Santa Cruz in Santa Cruz, California, August 20-21, 1971; his expenses to be paid out of State funds.

4. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #563

RESOLVED, that the Library Commission hereby reimburses Elizabeth Storey, Librarian II in the Science Department, for partial expenses incurred while attending the *Workshop on California State Publications* sponsored by the California State Library in Sacramento, California, June 2-3, 1971; her expenses to be paid out of State funds.

5. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #564

WHEREAS, the San Francisco Public Library has been authorized by the City and County of San Francisco to apply for and accept the sum of $165,000 for 1971-72 and the sum of $160,000 for 1972-73 under the Library Services Construction Act administered by the California State Library, for the operation of its reference demonstration project, the Bay Area Reference Center, and

WHEREAS, the California State Library has indicated there will be additional monies available for the fiscal year 1971-72; now, therefore be it

RESOLVED, that the San Francisco Public Library be authorized to accept these additional monies, and be it

FURTHER RESOLVED, that this approval shall entail no financial obligation by the City and County nor commit the City and County to continuance beyond the period covered by said frants.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Lisle, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #561

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the Public Relations Activities Report for the month of May be accepted.

2. Read a letter from Supervisor Mendelsohn in reference to the Library budget and the fact that this was one of the budgets which did not receive any cuts. Commissioner Stern commended the Library staff, Friends of the Library, and the Commission for their many efforts on behalf of the Library. Stressed the importance of publicity in helping the Library to benefit in many ways.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

No report

LIBRARY EXTENSION
COMMISSIONER TOURNAHU

No report

COMMUNICATIONS

FROM: Robert J. Dolan, Clerk of the Board of Supervisors, regarding the extension of the existing lease of space at 530 Kearny Street for the Business Branch. Because of the expenses of maintaining this branch, the Finance Committee of the Board of Supervisors would be interested in having Library Commission reaction to the possibility of charging a fee for reference and research service to the business corporations in the financial district. Commissioner Callanan asked that the City Librarian draft a letter for the Commission's approval. After much discussion it was decided that a report now in preparation be submitted to the Commission and that a reply be drafted for the Commission to be submitted to the Board of Supervisors. This matter will be on the August agenda.

LIBRARIAN'S GUILD

Mr. Roberto Esteves spoke on behalf of the Librarian's Guild in regard to staffing new projects in the library. He indicated that the Administration will meet with the Guild and bring back suggestions for Commission review.

Mr. Merton Dushkes, representative of Local 400, spoke on the unfavorable working conditions at the Library annex at 45 Hyde Street. He feels the only solution to the problem is for the Library to move this department to other quarters near the Main Library building. The matter was turned over to the Administration for further study.

There being no further business to come before the Commission, it was moved by Commissioner Lisle, seconded by Commissioner Malone, and unanimously approved that the meeting be declared adjourned until Tuesday, August 3, 1971 at 3:30 P.M.

Respectfully submitted

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

June 9, 1971

RESOLUTION NO. 561

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May, 1971, be approved:

2714 Janitor
Ralph Maxwell
Robert Thompson

3602 FT Page
George Scruggs

3602 PT Page
William Acevedo
Nancy Daves

3602 PT Page
Dewey Kwong
Alan Sarraga

3610 Library Assistant
Edward Cuthbert
Ricardo Hernandez
Diane Kinsky
Gail Rutherford

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 FT Page
Paul Costa

3602 PT Page
Rene Cook
Dianne Ferrari
Jane Gainer
Robert Nagata

3602 PT Page
Theresa Nelson
Lawrence Weber

3630 Librarian I
Jeanne Brooks
Donna Parks

NO
MEETING
JULY, 1971

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

August 3, 1971

As there was not a quorum at the August 3, 1971 Commission Meeting, the following motion and resolutions were unanimously approved by the San Francisco Public Library Commission by a telephone vote on August 4, 6, and 9, 1971:

Motion that the City Librarian be authorized to submit a resolution to the General Manager of Personnel requesting an immediate filling of the vacant position of Chief of Branches.

RESOLUTION #565

RESOLVED, that the Library Commission hereby reimburses Sue Critchfield, Librarian II; Edith O'Donnell, Librarian II; and Roberto Esteves, Librarian I, members of the Bay Area Reference Center staff, for per diem expenses incurred while conducting field workshops in Fresno, California, on July 12, 1971, and in Hanford, California on July 13, 1971; their expenses to be paid out of Bay Area Reference Center funds.

RESOLUTION #566

RESOLVED, that the Library Commission hereby authorizes the attendance of Mrs. Margaret Jehu, Children's Librarian at Western Addition Branch; Mrs. Margaret Ysturiz, Children's Librarian at Marina Branch; and Miss Effie Lee Morris, Coordinator of Children's Services to the University of California Extension Symposium "The World Today Seen Through Books for Children and Young Adults", August 9-13, 1971 in Berkeley, California; registration fees of $50 each to be paid out of the state funds.

RESOLUTION #567

RESOLVED, that the Library Commission authorize amendment to Resolution #558 which approves attendance of Anne Kincaid, Coordinator of Adult Services, at the annual American Library Association Convention in Dallas, Texas, from June 20-25, 1971, to include her attendance at the pre-conference institute "Young Adults in a Media World" on June 18 and 19, 1971 in Dallas, Texas; her expenses to be paid out of state funds.

RESOLUTION #568

WHEREAS, the Public Library Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a per capita grant under this law based upon a formula of "Weighted Population Values" and "Assessed Valuation per capita" after Establishment Grants; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California in accordance with the provisions of this Public Library Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library services; now, therefore be it

RESOLVED, that the Library Commission does hereby approve the application for and acceptance of said grant; and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

RESOLUTION #569

WHEREAS, Harold D. Martelle, Jr. has been employed by the San Francisco Public Library as Assistant City Librarian since 1964, and

WHEREAS, Mr. Martelle has resigned to accept the position of City-County Librarian in Sacramento, California; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby acknowledge his strong leadership in a variety of library projects, including such programs as automation, publishing, manpower development, regional reference service and outreach. San Francisco's more noteworthy achievements in the area of community relations have resulted from his strong advocacy of socially motivated library service. The Commission acknowledges with appreciation the major administrative roles he has undertaken, including service as Acting City Librarian in 1967-68; and, be it

FURTHER RESOLVED, that the Commission joins the staff and administration in wishing him well in his new challenge.

RESOLUTION #570

WHEREAS, Mrs. Mary Moses has retired from her position of Chief of Branches for the San Francisco Public Library, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does recognize and appreciate the excellent and cooperative service that she has rendered to the San Francisco Public Library. The success that has been attained by the San Francisco Public Library in reaching out into its community has been in large measure due to her high standards, progressive ideas, and her constant striving for improvement of services to the residents of San Francisco; and, be it

FURTHER RESOLVED, that the Commission joins the staff and administration in wishing her many years of health and happiness.

RESOLUTION #571 AND #572

Approval of Resolution #571, non-Civil Service, temporary, and recertification of temporary appointments made during the month of June, 1971 and, approval of Resolution #572, non-Civil Service, temporary, and recertification of temporary appointments made during the month of July, 1971.

RESOLUTION #573

WHEREAS, the 1971-72 San Francisco Public Library budget failed to include an increase in part-time page and part-time librarian wages, and

WHEREAS, hourly wages for these employees were increased 4% by the Salary Standarization Ordinance for 1971-72, and

WHEREAS, this decreases the number of hours available to perform the same duties as have been possible in previous years and thereby decreases the level of service to the public; now, therefore, be it

RESOLVED, that the Library Commission authorizes the library administration to request a supplemental budget increase in Account 1.631.130.001 to $354,803, or 4% over the 1970-71 budgeted amount of $341,157.

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

September 14, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, September 14, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 4:00 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, McDonnell, Stern, and Tournahu. Absent: Commissioners Day and Malone.

Mr. David Belch, Public Information Officer, welcomed guests and observers in the audience.

It was moved by Commissioner McDonnell and seconded by Commissioner Stern that the minutes be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Announced that BARC has purchased a Sony video tape which will be helpful with its workshop programs. Informed Commission of workshops which will be held in the near future.

2. Will be testifying about study of branch libraries in Oakland on September 27.

3. The Annual Report to the Mayor, plus supplementary materials, was distributed to the Commissioners. This report is due in the Mayor's Office on September 17 and emphasizes the library's increased activities in programs for all ages.

4. Informed the Commission that despite the fact that the resolution approved by telephone vote regarding the Chief of Branches position was signed by the General Manager of Personnel, the Mayor, the Deputy City Attorney, and the Controller, it was tabled by the Board of Supervisors' Finance Committee. Commissioner McDonnell recommended that the Commission pursue the matter with the Board of Supervisors because of the extreme urgency of filling a key position. It was recommended that each Commissioner call on the Board of Supervisors to explain why this matter should be placed back on the docket.

5. Announced that the Emergency Employment Act of 1971 was forwarded to the Federal Government for approval, and would allow for 19 positions for the library. Commissioner McDonnell recommended that the library investigate the possibility of seeking aid from a public works bill now in Congress which would appropriate two billion dollars to construct projects delayed by lack of financing.

6. Requested that the hours of service at Bernal branch be changed as follows:

Monday	1-6
Tuesday	1-8
Wednesday	1-6
Thursday	1-5
Friday	1-5
Saturday	1-5

The present hours are:

Monday	1-6
Tuesday	12-8
Wednesday	12-8
Thursday	1-5
Friday	1-5
Saturday	Closed

The change was recommended by Branch Librarian, Espert Sugg, who has received many requests for opening the library on Saturday and the branch is little used on Wednesday evenings. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the hours be changed at Bernal branch library.

7. Proposed an increase in non-resident cards from $5.00 to $7.50 which would equal the per capita cost of service. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the non-resident fee be increased to $7.50 effective January 1, 1972.

8. Announced that the University of California library will be operating on a reduced schedule of Monday through Friday, 8:00 A.M. to 5:00 P.M. Feels this severe cutback will provide an increased pressure in our General Reference, Science, and History Departments.

9. Informed Commission that many programs have been planned and that the Popular Library is a continued success and is now 19% of the Main Library circulation.

10. A draft on the Master Plan will be completed in about three weeks.

SECRETARY'S REPORT
MR. GEORGE CERASI

Read communication from Wells Fargo Bank advising the value of the library of Edgar M. Kahn in the amount of $4,500. Mr. Kahn, who died December 26, 1970, made provision that his library be given to the San Francisco Public Library. Mr. Cerasi then read a brief resume of the career of Edgar M. Kahn.

It was moved by Commissioner Lisle, seconded by Commissioner Stern, and unanimously approved that the Administrative reports be accepted as submitted.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

Mrs. Norman Mundy of the Friends announced that the proceeds from the book sale amounting to $10,000 would be used on a program called "Reading is Fundamental" based on an idea by Mrs. Robert McNamara. Western Addition branch has been chosen as the pilot area and each of 8,000 children will be allocated approximately four books. Commissioner Stern commended the hard work enlisted by the Friends for this project.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

In Commissioner Malone's absence, the City Librarian informed the Commission that as a result of a meeting held in his office of the Main Library Committee and a special committee of Friends, it was decided that the Main Library bond election for a new building should be changed from Spring of 1972 to November of 1974. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that President Callanan send a letter to Mr. Mellon requesting this change.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the expenditures from the Fuhrman fund in the amounts of $491.80 for the month of June, $5,447.24 for the month of July, and $2,439.18 for the month of August be accepted.

It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #574

Approval of gift from the estate of Edgar M. Kahn Library, value $4,500.

It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #575

RESOLVED, that the Library Commission hereby authorizes the attendance of Bonnie Thoreen, member of the Bay Area Reference Staff, at the meeting of the San Joaquin Valley Library System in Fresno, California on September 15, 1971; her expenses to be paid out of Bay Area Reference Center funds.

It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #578

RESOLVED, that the LibraryCommission hereby authorizes the attendance of Miss Effie Lee Morris, Coordinator of Children's Services, to the Annual Conference of the California Council on Children and Youth in Pacific Grove, California October 10-12; her expenses to be paid out of State funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #576

Approval, non Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

It was moved by Commissioner Lisle, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #577

WHEREAS, the quality of musical life in San Francisco is of the greatest importance to the City and is an area in which the Library performs an office of vital support through its materials and services, and

WHEREAS, the career of James Cleghorn during twenty of his twenty-five years with the Library has been concentrated in the Music Department which has benefited by the dedication of his strong subject knowledge and professional skills to the sustaining and development of a distinguished collection now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission extend to him on the occasion of his retirement an expression of deep appreciation for the valuable contribution he has made to the Library and the community; and be it

FURTHER RESOLVED, that the Library Commission join the staff and administration in wishing him many years of continued productivity and fulfillment.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the Public Relations Activities Report for the month of August be accepted.

Commissioner Stern informed the Commission that the Bernal branch library received coverage in the Bernal Journal, the community's neighborhood paper.

Announced that the latest Friends Executive Committee meeting was very well attended and that everyone was enthusiastic about "Reading is Fundamental".

Informed the Commission that as a result of the illness of Mrs. Avis Stopple, former Chief of the Main Library, it is necessary that her library be sold. A portion of this is to be purchased by the Friends for the Library.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

No report.

LIBRARY EXTENSION
COMMISSIONER TOURMAHU

No. report.

LOCAL 400 AND THE LIBRARIANS' GUILD

Mr. Joe O'Donohue, representing Local 400, addressed the Commission regarding the quarters of the Technical Services Department. He feels that the working conditions, health hazards, and unsafe wiring are impossible situations and that this department be moved to other quarters near the Main Library. President Callanan informed the Commission that he had made several visits to 45 Hyde Street and that he has contacted Dr. Curry of the Health Department. He is meeting with the Mayor on Thursday to discuss this problem. Mr. Wortman of the Real Estate Department will be at the meeting as well as a representative from Local 400.

Mrs. Joan Dillon spoke on behalf of the Librarians' Guild regarding priorities on staffing and service in the Library. She indicated two plans for the discussion of this matter with the Administration are under consideration.

She also requested that when the Library was being used for police matters that staff and patrons should be evacuated. She noted that this matter was presented to the Library Commission a year ago and that no answer had been given. President Callanan indicated he would discuss this with Vice-President Malone

There being no further business to come before the Commission the meeting was declared adjourned until Tuesday, October 5, 1971 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

August 3, 1971

RESOLUTION NO. 571

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June, 1971, be approved:

1444 Clerk Stenographer
Nancy Wong

2714 Janitor
Gary Brown
Barney Snyder

3602 FT Page
Randehl Stevenson

3602 PT Page
Georgia Chaw
Henry Chu
Franklin Dere
Frances Donohue
Grant Harper
Malvina Farrell
Sheila Hawkins

3602 PT Page
Chanetta Jackson
Carroll Kumagai
Robert Mast, Jr.
Ron Murphy
Barry Quan
Margaret Quinn
Theresa Ramirez
Richard Vollan
Carol Wilton
Alexander Young

3610 Library Assistant
Randall Stephens

3630 Librarian I
Nancy Kellum-Rose
Linda Knutson

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1424 Clerk Typist
Barry Stone

1444 Clerk Stenographer
Evelyn Ayers
Sharon Nakagawa

2714 Janitor
Gary Brown

3602 Page FT
Franklin Cruz
Geraldine Schwartz

3602 PT Page
Rosemary Chu
Margaret Ho
Alan Hom

3602 PT Page
Tadao Kumagai
Robert Louie
Marc Passen
Michael Read
Nicholas Recostodio
Kenneth Sampson
George Wong
Nancy Wong
Maxine Zack
Hector Zavala

3630 Librarian I PT
Martha Fowler

3630 Librarian I
Sue Campbell
Loretta Farley

August 3, 1971

RESOLUTION NO. 572

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of July, 1971, be approved:

3602 FT Page
Rosie Colbert

3602 PT Page
Kevin Murphy

1444 Clerk-Steno
Virginia Arana
Lynn McGovern

3630 PT Librarian I
Julia Cooke
Philip Glander

3630 FT Librarian I
Barbara Bibel
Charlene Chambliss
Gloria Hanson
Pia Spiess-Henriksen

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Jr. Clerk Typist
Hazel Marschand

1424 Clerk Typist
Jackie Spain

3602 FT Page
George Scruggs

3630 FT Librarian I
Tim Huston

3602 PT Page
Linda Desimore
Raymond Gin
Pamela Lee
Kenneth Norris
Rosemary Pegueros
Steven Randall
Linda Wong
Donny Woo

September 14, 1971

RESOLUTION NO. 576

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of August, 1971, be approved:

1220 Personnel & Payroll Clerk
Elizabeth Gerstle

1230 Personnel Aide
Iris P. Smith

1422 Jr. Clerk Typist
Shirley McDougald

1424 Clerk Typist
Robert Hageman

1444 Clerk Stenographer
Rejane Drobey
Joan McMenomey

3602 FT Page
Stephanie Pellum

3602 PT Page
Robert Garay

3602 PT Page
Roger Gonzales
Thomas Jones
Rebecca Kum
Johnson Lam
Molinda Mah
John Nash
Kenneth Norris
David Perez
Grace Tam
Daniel Urrutia

3630 Librarian I-PTAN
Michael Arnold
Margaret Leung

3630 Librarian I
Lisa Carlton
Susan Faust

8202 Watchman
Ricardo Hernandez

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1220 Personnel and Payroll Clerk
Edith Breckinridge

1424 Clerk Typist
Charles Junkerman

3602 FT Page
Gilbert Atwood

3602 PT Page
Kevin Brady
Nancy Comer
Ada Hall
Grant Harper
Thomas Jones
Michael Kelechava
William McQuaid

3602 PT Page
Ron Murphy
Joseph M. O'Brien
Margaret Quinn
Gail Smallwood
James Taylor

3630 PT Librarian I
Nina Romanoff

3630 Librarian I
Donna Allen
Mary L. Linn
Paul Wang

7426 Elevator Operator
Garland Gilbert

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

October 5, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, October 5, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Malone, Lisle, McDonnell, and Stern. Excused: Commissioners Day and Tournahu.

Mr. David Belch, Public Information Officer, welcomed guests and observers in attendance.

It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the minutes of the September meeting be accepted as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Introduced Miss Virginia Hughes, Consultant, California State Library.

2. Submitted report on the Business Branch to the Commission. Upon Commission's approval, the City Librarian will send a letter to Clerk of the Board, Robert Dolan and Finance Committee of the Board of Supervisors. It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that Mr. Anderson forward the report to the Finance Committee.

3. The Emergency Employment Act hiring of library personnel is well underway. Mr. Murphy informed the Commission that City Hall had received the work orders and that Mrs. Williams was working with City College on the trainee program.

4. Attended a meeting on Friday of the Public Library Executives of Central California in an effort to tie together regional resources.

5. Called on David Belch, Public Information Officer, who presented the Commission with an inventory of the special collection of Sherlockiana compiled by the Scowers and Molly Maguires. Commended Dean Dickensheet for his efforts in this project.

6. Called the Commission's attention to the fact that no word on the status of the Chief of Branches position has been received from the Board of Supervisors.

7. The attention of the Commission was directed to the fact that the move to the new quarters for the Technical Services Department has received the full support of the Mayor. The Real Estate Department has been looking for suitable quarters and a supplemental budget request will be prepared as soon as new quarters are found. President Callanan asked that the City Librarian prepare a report which he will deliver to the Mayor.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Informed the Commission that the Real Estate Department has 2 or 3 buildings lined up for inspection as to suitability for Technical Services.

2. Was advised that Supervisor Mendelsohn is giving his full support to the resolution regarding replacement of Chief of Branches and will see about bringing this item up soon.

It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the Library Administration Reports be accepted as submitted.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

Mrs. Norman Mundy reported that the Friends are very enthusiastic about the Creative Writing Workshop to be held every Tuesday afternoon from 4:00 to 5:30 P.M. October 19 through December 7, 1971 in the Commission Room, Main Library for writers 14 to 18 years old.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

Reported that the City Librarian has sent a letter to the Chief Administrative Officer requesting that the Main Library bond be changed to 1974 general election.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

In Commissioner Day's absence, the Secretary presented the report. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $888.00 for the month of September be accepted.

It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #579

RESOLVED, that the Library Commission hereby authorizes the attendance of Librarians Dorothy Richard, Gladys Hansen, Patricia Hall, Ruth Stevenson, and Richard Shouse to the 1971 Society of American Archivists National Conference, October 12-15, 1971 in San Francisco; their registration expenses to be paid out of State funds.

It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #580

RESOLVED, that the Library Commission hereby authorizes the attendance of Personnel Director, David G. Murphy, to the International Conference of the Public Personnel Association on November 14-20, 1971 in San Francisco; his registration expenses to be paid out of the regular library travel budget as travel funds permit.

It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #581

RESOLVED, that the Library Commission hereby authorizes the attendance of Richard Shouse, Potrero Branch Librarian, to the Seminar in Film and Photography: War and Peace, October 21-23, 1971, in New York City; his registration fee to be paid out of State funds.

It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #582

RESOLVED that the Library Commission hereby authorizes the attendance of Librarians Gloria Hanson and Florence Lee of the Catalog Department and Linda Crismondof the Order Department to an institute on subject cataloging practices, "Where are we Heading", October 22-23, 1971 in San Leandro, California; their registration expenses to be paid out of State funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONERLISLE

It was moved by Commissioner Lisle, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #583

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Public Relations Activities Report for the month of September be accepted.

2. Commissioner Stern indicated her favorable opinion of the Friends Creative Writing Workshop.

3. Commissioner Stern attended the National Book Committee Meeting in New York City. After talking with many participants from around the United States she feels that San Francisco is much better off than many eastern cities including New York City who have had their library budget severely cut. She also expressed enthusiasm for the Reading is Fundamental program and the excellent work of Mrs. Robert McNamara.

4. Announced that the U. C. Extension Lectures series will include "Collecting Books and Book Illustrations at de Young Museum on November 10.

5. Mentioned several current catalogs about various collections including the Norman Strauss Robert Louis Stevenson Collection. She told about the successful Friends tour to St. Helena on October 2.

6. Announced the resignation in March of Bertha Hellum, Contra Costa County Librarian.

7. Commended the article in the Sunday supplement of California Living which featured an article on libraries in San Francisco.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

No report

LIBRARY EXTENSION
COMMISSIONER TOURMAHU

No report

COMMUNICATIONS

FROM: Anna I. Buck, Chairman of the Potrero Hill Residents and Homeowners Council paying tribute to Audrey Wood for the library service extended to the residents of the Potrero district.

There being no further business to come before the Commission, the meeting was declared adjourned until WEDNESDAY, NOVEMBER 3, 1971 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

October 5, 1971

RESOLUTION NO. 583

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September, 1971, be approved:

1422 Jr. Clerk Typist
Eric Kalnins

1424 Clerk Typist
Nick Ardell

2714 Janitor
James Cook

3602 PT Page
Georgette Avila
Suzanna Chan
Julie Costanzo

3602 PT Page
David Del Rosso
Ruth Kors
Marguerite Ramirez
Kenneth Simon
Gerda Wutzke
Hector L. Zavala

3630 PT Librarian I
Judith Buckle

7426 Elevator Operator
Victor Marshmani

AND FUTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1402 Junior Clerk
David Krstich

1404 Clerk
Patricia Raineri

1422 Jr. Clerk Typist
Myron Kirkes
Celia Michael

1424 Clerk Typist
Julie Costanzo
Barbara Hill

1444 Clerk Stenographer
Nancy Wong

3602 PT Page
Frances Donohue
Abram Edelson
Chanetta Jackson
Carol Wilton

3616 Lib. Tech. Asst. I
Gwendolyn Gatewood

3630 Librarian I
Marijean Murray

3634 Librarian III
James Cleghorn

7426 Elevator Operator
Ricardo Hernandez

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

November 3, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Wednesday, November 3, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 4:00 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Malone, McDonnell, and Tournahu. Excused: Commissioners Lisle and Stern.

It was moved by Commissioner McDonnell, and seconded by Commissioner Malone that the minutes of the October meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch, Public Information Officer, welcomed guests and observers in the audience.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Introduced newly appointed Mrs. Marian O'Donnell, Chief of the Main; Mrs. Karen Scannell, Chief of Branches; and Mr. Robert Williams, Management Assistant in the City Librarian;s office under the Emergency Employment Act funding.

2. Announced that the Penninsula Library System has joined with our Periodical EDP project and that the Santa Clara Library System would also like to join.

3. Called the Commission's attention to the fact that he will be serving on the Board of Library Examiners and will be in Sacramento on Tuesday and in Los Angeles on Thursday.

4. Will be getting started on next year's budget requests and asked for the Commission's ideas.

1. Miss Effie Lee Morris, Coordinator, Children's Services, addressed herself to the Commission and requested that teacher loan cards be discontinued. She told the Commission that teachers many times check

out all books on one particular subject leaving no reference material for the students to use. Under the present teacher loan policy, a total of 15 books may be checked out for a period of 6 weeks instead of the usual 8 books for 3 weeks. Miss Morris received substantial backing by other staff members. The problem has been increased by the newly-formed alternative Freedom Schools. After much discussion, it was moved by Commissioner Malone, seconded by Commissioner Tournahu, and unanimously approved that no further teacher loan cards be issued as of this date and amended to further read that the privilege of teacher loan cards be placed on the December agenda for further action with teachers and students being invited to speak. The amended resolution was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Drew the Commission's attention to the new set of paintings on the Commission Room walls.

2. Suitable quarters for Technical Services have not yet been found. Several buildings have been inspected but were found to be unsuitable.

3. Read a letter from Thomas C. Scanlon, Treasurer of the City and County of San Francisco recommending that the United States Treasury Notes, 4-3/4%, May 15, 1972, in the account of Alfred Sutro bequest fund be exchanged for notes, 6%, November 15, 1978. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the exchange be made.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

No report

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

No report

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $6,772.27 be accepted.

It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #584

RESOLVED, that the Library Commission approve the recommendation of the City Librarian that in observance of the Christmas and New Year holidays, the libraries be closed at 5:00 P.M. on December 24 and December 31, 1971.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #585

Approval, non-Civil Service, temporary, and recertification of temporary appointments made during the month of October, 1971.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the Public Relations Activities Report for the month of October be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

No report

LIBRARY EXTENTION
COMMISSIONER TOURNAHU

No report

There being no further business to come before the Commission, the meeting was declared adjourned until Tuesday, December 7, 1941 at 2:30 P.M.

PLEASE NOTE: The meeting will start at an earlier hour 2:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

November 3, 1971

RESOLUTION NO. 585

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October, 1971, be approved:

1402 Junior Clerk PT
David Krstich

1422 Junior Clerk Typist
Miriam Manning

1630 Account Clerk
Clyde Moorhead

3602 PT Page
Anthony Ennon
Raymond Gin
Ricardo Hernandez
Leonard Joyce
Robert Louie
Larry Lucas
Helen Sollie
Nancy Wong

3611 Library Assistant (EEA)
Juana Amaya
Even Brown

3611 Library Assistant (EEA)
Joyce Brown
Jeanne Chin
Mari Dewitt
Geraldine Griego
Diann Lockhart
Catherine Low
Shirley McCall
Gearldine McCowan
Katherine Nayebdadash
Charlesetta Perkins
Barbara Perrin
Ngo Vuong

3630 Librarian I PT
Barbara Deur
Lassie Graham

3630 Librarian I (EEA)
Susan Faust

7302 Audio Visual Technician (EEA)
James Shugart

AND FURTHER that the following resignations of Non-Civil Service,/part-time and temporary positions be accepted:

1422 Junior Clerk Typist
Emma Smith

1424 Clerk Typist
Nick Ardell
Robert Hageman

2714 Janitor
Spencer Davis
Ralph Maxwell
Thomas Redwood

3602 FT Page
William Glennen

3602 PT Page
Donna Chan
Georgia Chaw
Raymond Clemons
Robert Garay
Charles Hamilton
George Leong
Larry Lowell
Barry Quan
Shirley Visperas
Joycelyn Woo
Christina Yu

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

December 7, 1971

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, December 7, 1971 in the Commissioners' Room, Main Library.

The meeting was called to order at 2:30 P.M. by President Callanan.

On roll call the following were npted present: Commissioners Callanan, Day, Lisle, McDonnell, Stern, and Tournahu. Excused: Commissioner Malone.

Mr. David Belch, Public Information Officer, welcomed guests and observers in the audience.

It was moved by Commissioner McDonnell and seconded by Commissioner Lisle that the minutes of the November meeting be approved as submitted. There being no objection, it was so ordered.

TEACHER LOAN CARD DISCUSSION

Mr. Anderson, City Librarian, reviewed the facts from the November 4 meeting inasmuch as teachers loan card privileges exhausted the supply of books on certain subject materials leaving no reference materials for the students to use. Miss Geraldine Ferring, Supervisor, Educational Materials, Board of Education, represented Superintendent Shaheen and suggested ways of informing teachers about the new policy. After much discussion, it was moved by Commissioner McDonnell, seconded by Commissioner Tournahu, and unanimously approved that teacher loan cards be discontinued as of January 1, 1972,

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported the progress of finding suitable quarters for the Technical Services Department. So far the most suitable is on the corner of 10th and Howard but many improvements will be needed. As soon as satisfactory quarters are located, a report will be presented to the Commission and later submitted to the Mayor's office.

2. Announced the retirement of Mrs. Cecile Moore, Chief of the circulation of the Main Library on January 4, 1972 and this would leave a vacancy in a key position. The Commission recommended that the City Librarian file a resolution with the Board of Supervisors to fill this vacated position.

3. Drew the Commission's attention to the fact that on November 30 he gave a talk to members of the League of Women Voters from throughout Northern California at their Television Workshop. There is concern by educators that Cable TV franchises are being awarded without adequate safeguards for educational and governmental use.

4. Reported that Miss Harriet Collopy, Head Librarian of the Business branch, has been assisting the Chamber of Commerce which has formed a committee to help people to get jobs. They took a tour of the Business branch and will use this branch for reference material.

SECRETARY'S REPORT
MR.GEORGE CERASI

No report

It was moved by Commissioner Tournahu, seconded by Commissioner McDonnell, and unanimously approved that the administration reports be accepted as presented.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Mrs. William H. Grace reported that Reading is Fundamental is off to a very good start and 25 publishers sent over 700 titles for the book fair. 150 adults and 97 children came to look at books on display.

2. The Friends have given $500 to the San Francisco Public Library's Scholarship Fund.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

In Commissioner Malone's absence, Mr. Cerasi read a letter from Thomas Mellon, Chief Administrative Officer, advising that the Main Library bond will be put on the ballot in November 1974.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

It was moved by Commissioner Lisle, seconded by Commissioner Tournahu, and unanimously approved that the expenditures from the Fuhrman fund in the amount of $4,336.26 be accepted.

It was moved by Commissioner Lisle, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #586

RESOLVED, that the Library Commission hereby authorizes reimbursement of travel expenses to Madelyn Helling, Administrative Assistant in the City Librarian's office, to the "Utilization of Library Manpower" Institute at the University of Denver; Denver, Colorado, from November 29 to December 10. 1971; her travel expenses to be paid out of State funds.

It was moved by Commissioner Tournahu, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #587

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee to the American Library Association Mid-Winter Conference in Chicago, Illinois, from January 23-28, 1972; his expenses to be paid out of Bay Area Reference Center funds.

It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #588

RESOLVED, that the Library Commission hereby authorizes the attendance of John F. Anderson to both the Urban Library Trustees Council Meetings in Chicago, Illinois from January 20-22, 1972, and the Annual American Library Association Mid-Winter Conference in Chicago, Illinois from January 23-28, 1972; his expenses to be paid out of the regular library travel budget as travel funds permit.

It was moved by Commissioner McDonnell, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted:

RESOLUTION #589

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid to the Annual American Library Association Mid-Winter Conference in Chicago, Illinois from January 24-28, 1972 and to conduct recruiting interviews at Wayne University in Detroit, Michigan and the University of Michigan in Ann Arbor, Michigan either January 18-21 or January 31-February 1, 1972; her expenses to be paid out of State funds.

It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #590

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris to the Annual American Library Association Mid-Winter Conference in Chicago, Illinois from January 22-28, 1972; her expenses to be paid out of State funds.

It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #591

RESOLVED, that the Library Commission hereby authorizes signing and approving of documents and all controller's forms for the Public Library by Karen Scannell as Acting City Librarian in lieu of the City Librarian, and Accountant Elliott Chinn in lieu of the Secretary to the Library Commission from this date of December 7, 1971 until so terminated by the Library Commission.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #592

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the Public Relations Activity Report for the month of November be accepted.

2. The attention of the Commission was directed to the Public Relations Activity Report, Item #4 and showed the Commission, the book, REGISTER OF FIRST CLASS BUSINESS HOUSES OF SAN FRANCISCO (1852).

3. Displayed palm leaf books purchased by her on her recent trip to Asia and passed around a copy of NATIONAL GEOGRAPHIC MAGAZINE which published an article about these books.

4. Read a passage from a book by E. B. White.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

Commissioner McDonnell announced to the Commission that plans have been developed to publish a facsimile edition of REGISTER OF FIRST CLASS BUSINESS HOUSES OF SAN FRANCISCO (1852). One thousand copies would be printed at $5.00 per copy. The introduction has been written by Oscar Lewis. A recommendation for Commission action will be made at the January meeting.

LIBRARY EXTENSION
COMMISSIONER TOURNAHU

No report.

COMMUNICATIONS

FROM: Arthur F. Evans, Acting Executive Director, San Francisco Redevelopment Agency, requesting intentions to purchase reserved site for Diamond Heights branch library within sixty days of November 16, 1971.

President Callanan turned the matter over to Commissioner Tournahu for study and asked that she submit a report at the January 4 meeting. It was so ordered.

Mrs. Dorothy Hood, Librarian in the Art and Music Department, requested that the Commission lend its support regarding a matter of an act of violence committed against her by one of the patrons. The Commission agreed to give moral support to any staff member involved in such a situation.

There being no further business to come before the Commission, the meeting was declared adjourned until Tuesday, January 4, 1972.

Respectfully submitted,

George Cerasi

GEORGE CERASI, SECRETARY
San Francisco Public Library Commission

December 7, 1971

RESOLUTION NO. 592

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November, 1971, be approved:

1250 Personnel Aide (EEA)
Edith Breckinridge

1402 Junior Clerk
Ernest Batts (EEA)
Donald Ulberg

1402 Junior Clerk PT
Terence McDevitt

1422 Junior Clerk Typist
Roy Lee Bowens

1424 Clerk Typist
Randall Byrne
James Cassell (EEA)
Carma Word

1444 Clerk Stenographer
Terri Anne Aleo

1650 Accountant (EEA)
Thomas Dignan

1842 Management Asst. (EEA)
Robert H. Williams

3602 PT Page
John Hall
Kennedy Ho
James Kwong

3611 Library Asst. (EEA)
Jose Cardona
Paul Ceresa
Lorna Gareza
Virginia Humes
Lourdes Ruidera

3630 Librarian I - PT
Albert Lee Smith

3630 Librarian I
Walter Coats
Louise Zuckerman

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1230 Personnel Aide - Examining
Marion P. Baxter
Iris Smith

1422 Junior Clerk Typist
James Firth

1424 Clerk Typist
Carol Belle

3602 PT Page
Ronald Baker
Paul Dignan
Stephen Wong

3630 Librarian I - PT
Barbara Deur

1444 Clerk Stenographer
Rejane Drobey

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

January 11, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, January 11, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, McDonnell, Stern, and Tournahu.

Commissioner Stern noted that an error was made in her December report. On page 5, item #4 should read: "Read acceptance speech of E. B. White". Also noted that one item was omitted: "5. Announced to the Commission that International Book Year is 1972". It was moved by Commissioner Day and seconded by Commissioner McDonnell that the minutes be approved as amended. There being no objection, it was so ordered.

President Callanan welcomed guests and observers in the audience.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Announced to the Commission that the meeting with BARC and participating systems held on January 10 was very successful. Will be going to Los Angeles to discuss coordination of our program with BARC's counterpart SCAN.

2. Called the Commission's attention to Resolution #596 and asked for their approval in order to provide improved services to:

    1. audio-visual program
    2. correctional institutions
    3. pre-school children
    4. drug abuse education (center for reference materials)

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Announced that the Planning Commission had a meeting on the capital improvements program for the 1972-73 to 1977-78 period. The Main Library building bond issue has been deferred to 1974 and all other library projects were approved in order of priority.

2. Last phase (Turk-Taylor) of the sewer project is now in construction, and is scheduled to be completed by February 1, 1972. This will alleviate the McAllister Street sewer.

It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the Administration reports be accepted.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

Mrs. Harry Weinstein, of the Friends Executive Committee, informed the Commission that FOCUS, newsletter of the Friends of California Libraries, will be posted in the Main Library.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

Commissioner Malone announced that the Main Library building bond has been deferred to the November 1974 election.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books for the month of December 1971 in the amount of $11,983.03 be accepted.

2. It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #593

RESOLVED, that the Library Commission hereby authorizes the attendance of

Bay Area Reference Center staff members at the Los Angeles Public Library's SCAN meetings in Los Angeles, California as follows: William L. Ramirez on January 13 and 14, 1972, Gilbert W. McNamee on January 14 and 15, 1972, and Peggy O'Donnell on January 14, 1972; their expenses to be paid our of Bay Area Reference Center funds.

3. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #594

RESOLVED, that the Library Commission hereby authorizes travel expenses for John F. Anderson to Los Angeles, California, January 12-15, 1972 for inspection of the volunteer service program and attendance at SCAN meetings at Los Angeles Public Library, and for recruitment at two library schools; his expenses to be paid out of the regular library travel budget as travel funds permit.

4. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #596

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the extension and improvement of public library services both to geographical areas and to groups of people without adequate services; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California for funds to extend and improve services to the people of San Francisco; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal funding for 1972-73 as provided by such grants as approved by the State of California; and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

5. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #597

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Library Services and Construction Act administered by the California State Library for the operation of its reference demonstration project, the Bay Area Reference Center, and

WHEREAS, the San Francisco Public Library is desirous of being named one of two Regional Resource Centers in California under the Library Services and Construction Act due to its successful operation of the above reference project; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept the sum of $185,000 for 1972-73 to be applied to the operation of the Bay Area Reference Center; and be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

6. Commissioner Day informed the Commission that the Budget and Operation Committee held a meeting in Mr. Anderson's office on December 28. After discussion, it was decided that Sunday hours request would be deleted, delete plans to convert present check out system to a microfilm system, reduce travel request, and reduce the Personnel request. A letter was received from Mayor Alioto asking that the library try to hold the budget down to the present 1971-72 level. However, due to inflationary costs and the many needs of the library department, a total increased figure was $973.090. It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that the library budget in the amount of $5,832,886 for fiscal year 1972-73 be accepted. A supplementary budget request for the relocation of the Technical Services Department for this year, 1971-72, was presented to the Commission. Rent is included for a full twelve months. The library is currently negotiating for space that will satisfy the department's requirements. After discussion, it was moved by Commissioner Malone, seconded by Commissioner Tournahu, and unanimously approved that the supplementary budget request for fiscal year 1971-72 be accepted.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Lisle, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #595

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the Library's Public Relations Activities Report for the month of December 1971 be accepted.

2. Commissioner Stern was very enthusiastic about the recent California Library Association meeting and commended the excellent talks given by Wilson Riles and Willie Brown.

3. Reported the Friends' Reading is FUNdamental had its first book distribution on January 11 and was well received by the public. Announced that ALA is behind this program and that Mrs. McNamara will be here on January 12 to launch the program.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

1. Following is the policy which was adopted by the Library Commission on January 11, 1972. A similar policy was adopted by the American Library Association at its Annual Conference in Dallas in June 1971 and subsequently adopted by the California Library Association at its Council meeting on October 16, 1971:

It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following policy be adopted:

POLICY ON REMOVAL OF LIBRARY MATERIALS

WHEREAS, The LIBRARY BILL OF RIGHTS states that no library materials should be proscribed or removed because of partisan or doctrinal disapproval, and

WHEREAS, Constitutionally protected expression is often separated from unprotected expression only by a dim and uncertain line, and

WHEREAS, Any attempt, be it legal or extra-legal, to regulate or suppress material must be closely scrutinized to the end that protected expression is not abridged in the process, and

WHEREAS, The Constitution requires a procedure designed to focus searchingly on the question before speech can be suppressed, and

WHEREAS, The dissemination of a particular work which is alleged to be unprotected should be completely undisturbed until an independent determination has been made by the judicial officer, including an adversary hearing,

THEREFORE, THE PREMISES CONSIDERED, BE IT RESOLVED, That the San Francisco Public Library Commission declares as a matter of firm principle that no challenged library material should be removed from the library under any legal or extra-legal pressure, save after an independent determination by a judicial officer in a court of competent jurisdiction and only after an adversary hearing, in accordance with well-established principles of law.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that a facsimile edition of REGISTER OF FIRST CLASS BUSINESS HOUSES OF SAN FRANCISCO (1852) be printed from the Publication Fund and that the sale price be fixed at $5.00 per copy plus tax.

LIBRARY EXTENSION
COMMISSIONER TOURNAHU

Iy was moved by Commissioner Tournahu, seconded by Commissioner Lisle, and unanimously approved that the Library Commission release, to the San Francisco Redevelopment Agency, our claim to property in the Diamond Heights area which had been reserved for possible construction of a branch library.

ELECTION OF OFFICERS

President Callanan declared that nominations were in order for Commission Officers for the 1972 term.

Commissioner McDonnell nominated President Callanan for the office of Commission President. The nomination was seconded by Commissioner Day. Commissioner Callanan was declared President by acclamation.

Commissioner Malone nominated Commissioner Stern for the office of Commission First Vice-President. The nomination was seconded by Commissioner Lisle. Commissioner Stern was declared First Vice-President by acclamation.

Commissioner Lisle nominated Commissioner Day for the office of Commission Second Vice-President. The nomination was seconded by Commissioner Stern. Commissioner Day was delcared Second Vice-President by acclamation.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M., Tuesday, February 1, 1972.

Respectfully submitted,

GEORGE CERASI, SECRETARY
San Francisco Public Library Commission

January 11, 1972

RESOLUTION NO. 595

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1971, be approved:

1230 Personnel Aide - Examining
Vernon Nulph

1424 Clerk Typist (EEA)
Rose LaBoone

2714 Janitor
Woodrow Brown
Gerard Neves

3602 PT Page
Victor Lee

3602 PT Page
Evelyn Racle

3610 Library Asst. (EEA)
George Liu

3630 Librarian I - PT
Albert L. Smith

3630 Librarian I
Stella Chan
Joyce Scroggs

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 PT Page
John Hall
Albert Lee

3630 Librarian I - PT
Judith Buckle
Lassie Graham

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

February 1, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, February 1, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, and Stern. Excused: Commissioners Day, McDonnell, and Tournahu.

It was moved by Commissioner Malone and seconded by Commissioner Lisle that the minutes of the January meeting be approved as submitted. There being no objection, it was so ordered. Commissioner Stern noted that her December report for the Commission minutes, page 5, item 4, was incomplete and should read: "Read the acceptance speech of E. B. White for the National Book Committee's National Medal for Literature".

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Announced that Resolutions #596 and #597 which were passed at the December meeting were approved by the Board of Supervisors Finance Committee at the January 26 meeting, and were forwarded to Sacramento.

2. Commented on the meeting held between representatives of the San Francisco Public Library and Los Angeles Public Library on January 14 which purpose was to coordinate the proposed activities of SFPL and LAPL as regional resource library centers for the State of California.

3. Reported that four of the staff attended the ALA Midwinter meeting in Chicago and that a request is being drafted to the City Attorney for an ordinance to allow us to sign publishing contracts with a "hold harmless clause" in regard to the reprinting of Synergy.

4. Announced that the Urban Library Trustees Council met before the ALA Midwinter meeting and adopted three resolutions: 1) to add an additional title to LSCA for aid to metropolitan libraries at $1.00 per capita fixed on a basis that no city could lower its local contribution below the average of the most recent three years.; 2) That Urban Libraries are

the most effective agency for information as mandated by the Social Security Act.; and 3) Ask that administrative regulations for LSCA Title I be changed to require proportionate distribution (after overhead expenses) of funds to cities by population. The Urban Library Trustees Council is presently organized outside ALA but may be affiliated with The American Library Trustees Association. Dues adopted include a $250 joining fee and a one mill per capita annual membership dues assessment ($715 for San Francisco). The primary aim will be at federal legislation of direct benefit to cities.

5. Reported that the final budget figure for fiscal year 1972-73 which was submitted to the Mayor's office is in the amount of $5,832,886.

6. Discussed the Mayor's letter requesting information on increased revenue possibilities to justify the increased budget request for 1972-73. The matter was referred to the Budget and Operations Committee for reply.

7. Announced the resignation of Frank Dempsey, Director of the Berkeley Public Library on February 29.

8. Reported that due to the Mayor's freeze on personnel and the fact that we are faced with a 3% loss of professional staff in the month of February alone, plus key positions throughout the system, he recommended that effective February 28, 1972:

   ... The position of Community Consultant be transferred to a branch and the job be unfilled.

   ... Portola, Golden Gate Valley, and Ocean View branches be closed until restoration of February's vacated positions. Personnel at these branches will be transferred to other branches to fill vacant positions.

   Mrs. Scannell, Chief of Branches, supported the City Librarian's recommendation to close these three branches. She talked of the difficulty in staffing 31 separate service units with 65-1/2 professional librarians. She quoted three earlier reports (City Planning, Greenaway, Arthur D. Little, Inc.) on the San FranciscoPublic Library as to the various recommendations on closing particular branches as new more adequate branches were built. She emphasized the importance of building

a strong branch system with the cluster branches as the basis. She said that cutting any library service is a terrible prospect but if it is necessary then to close three branches would do the least harm to the library system and to the citizens of San Francisco.

It was moved by Commissioner Lisle, seconded by Commissioner Stern, and approved that the City Librarian's recommendation be adopted.

SECRETARY'S REPORT
MR.GEORGE CERASI

Reported that since an Audio-Visual Technician had been added to our staff and audio-visual activities have increased, a storage and workshop room has been constructed by the Carpenter for the Audio-Visual Department.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

Commissioner Stern reported that the Reading is FUNdemental program distributed books in a housing project and instructions on how to use branch libraries and fill out slips were given. The information was well received and she feels that this will encourage more people to use the library.

MAIN LIBRARI COMMITTEE
COMMISSIONER MALONE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

It was moved by Commissioner Lisle, seconded by Commissioner Malone, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books for the month of January in the amount of $308.00 be approved.

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #599

RESOLVED that the Library Commission hereby authorizes the attendance

of Linda Crismond, Louise Zuckerman, and David Belch to the Bookbuilders West Educational Program in Belmont, California, March 6-7, 1972; their registration expenses to be paid out of State funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Lisle, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #598

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #600

WHEREAS, Mrs. Cecile Perry Moore has retired from her position as Principal Clerk, Registration Department, for the San Francisco Public Library, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does recognize and appreciate the excellent and cooperative service that she has rendered to the San Francisco Public Library, as be it

FURTHER RESOLVED, that the Commission joins the staff and administration in wishing her many years of health and happiness.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relations Activities Report for the month of January be accepted.

2. Commissioner Stern expressed to the Commission that she was deeply sorry over the prospect of cutting library service by closing the Portola, Golden Gate Valley, and Ocean View branches.

COMMUNICATIONS

FROM: Theodore Seton, President, Friends of the San Francisco Public Library, commending and thanking the Library Commission for adopting the "Policy on removal of Library materials".

There being no further business to come before the Commission the meeting was declared adjourned until Tuesday, March 7, 1972 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

February 1, 1972

RESOLUTION NO. 598

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1972, be approved:

1422 Jr. Clerk Typist
Vivian Green

1444 Clerk Stenographer
Beverly Holloway
Mildred Revelo

2714 Janitor
Salvatore Enea, Jr.

3602 PT Page
Regina Crumpler
Robert Fletcher

3602 PT Page
Michiko Kakiuchi
Cassandra Lee
Edmond K. Lew
James G. McCarthy
William O'Neill

3630 Librarian I - PT
Joan Jackson

3630 Librarian I
Cynthia Lingo

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1250 Personnel Aide (EEA)
Edith Breckinridge

2714 Janitor
James Cassell

3602 PT Page
Ronald Colwell
Franklin Dere

3602 PT Page
Marvin Dong
Carroll Kumagai
Kenneth Simon
Timothy Wong

3630 Librarian I
Mary B. Jordan

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

March 7, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, March 7, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone McDonnell, Stern, Tournahu.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the minutes of the February meeting be approved as submitted.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported that of the four applications for federal funding (Cable T.V., Library Resources, Institutional, Early Childhood Education) the only one granted was for Early Childhood Education. The grant in the amount of $45,000 by the State Library from Library Services and Construction Act, Title I, will start July. Miss Effie Lee Morris, Coordinator, Children's Services, reported to the Commission on this proposal.

   Miss Morris emphasized the importance of working with the pre-school children as well as pre-school parents who respond with the same eagerness and enthusiasm as do the children. The program is designed to work with and train adults to work with pre-school children, and is designed for two levels of operation:

   1. City wide organized programs.

   2. Three pilot projects in three housing projects - Black, Chinese, and Spanish-speaking.

   There are 43,003 children under the age of five in this City and they are served by twenty six branch libraries, the Children's Room in the Main Library, a Bookmobile, and a Mediamobile. She talked of visits to the library by an increasing number of people from Head Start programs,

day care centers, and nursery schools and stated that it is the intent of this proposal to request staff and materials to develop an innovative program for the adults who surround the children aged two to five. She emphasized that the staff consisting of one senior children's librarian, one junior librarian, clerk, and part-time page, would be expected to select, order, and develop materials, both print and non-print, for a demonstration reference collection to serve adults in the ongoing programs, and order new types of materials for circulation in the pilot programs. She stated that the project staff would plan and execute creative ideas, such as, teaching parents to develop coloring books puzzles, paper dolls of the stories, to encourage communication, developing multi-media booklists for this age group, providing workshops for staff and aides in organized programs. The three suggested projects for city wide activities would be black (Westside Courts), Chinese (Ping Yuen), and Spanish-speaking (Valencia Gardens). In summary this proposal will:

. . . Respond to an articulated community need.

. . . Train parents and adults in knowledge about children's materials, the use of the materials which encompasses all facets of child development principles.

. . . help parents improve their own language development as a pre-employment skill, provide skills and attitudes for adults and library staff which can be adopted to the changing educational priorities.

. . . Provide a prototype for other California Librarians which will demonstrate how the public library can function in the "Right to Read" program with support for an age group (the two to five year olds) not yet included in their projected plans.

3. Mr. Anderson announced that the Public Library Goals Study has been published and that copies have been ordered for the Commission. Four major task forces will be formed to implement the report. On March 2 through March 4, he and Miss Morris, President of the Public Library Association, were in Washington, D.C. to discuss implementation with the committee and with officials of the U. S. Office of Education.

4. Regional Resource Center is the official name given to extension of reference work from SFPL. Los Angeles and San Francisco have been designated as centers and the City Librarian is currently negotiating with the State Library over next year's program. Federal allocation for our BARC program is set at $185,000 for the fiscal year. Restricted funding may cut back workshops, publications (Synergy), and innovative techniques.

SECRETARY'S REPORT
MR.GEORGE CERASI

The Secretary accompanied President Callanan to Mayor Alioto's office with a supplementary budget for moving the Technical Services Department. As the Mayor was out of town they talked with Mr. DeLuca, the Mayor's Executive Secretary, who advised that funds were scarce and that the Controller was not approving allocations for many departments. However, as they are well aware of the unsafe conditions in our annex building they have sent a representative who is investigating conditions of the building and in turn will submit his report to the Mayor. President Callanan added that they are also holding up supplementals from the City Attorney and Recreation and Park Departments. He is hopeful that funds will become available in the very near future as they are most concerned that something be done about relocating the Technical Services Department.

The Secretary called the Commission's attention to the new display on the South wall of the Commissioners' Room. A photo of the laying of the cornerstone of the Main Public Library in 1916 and certificates of three of the trustees in the year 1880.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Miss Mary Louise Stong, Vice President of the Friends, invited all to attend a special preview sale of the Eighth Annual Booksale sponsored by the Friends on Thursday, March 9, 5-8 P.M. (Donation $3.00. Join Friends and enter free) and to the Book sale on Saturday and Sunday, March 11 and 12, 10 A.M. to 6 P.M. at Polk Hall in Civic Auditorium, Polk and Grove Streets.

2. Introduced Mrs. Grace MacDuff, co-chairman of "Keep Libraries Alive" who stressed the importance of citizen effort to support better funding of San Francisco Public Library. She talked of the dependency of the private and parochial schools on the public library and of the fact that the library is receiving 19% less of the city budget than it did in 1968. She spoke of the great need to receive additional funding from state and federal governments in order to provide better service to the public. She distributed leaflets to the Commission urging the public to appeal to Mayor Alioto to support the requested increases in the 1972-73 Budget for the San Francisco Public Library. Mrs. MacDuff then called on concerned citizens who use our various branches and they stated how important it is to both children and adults to keep libraries open and how very dependent people are on all branch libraries. The possibility of having the film programs resumed at the Noe Valley branch library will be investigated by the City Librarian. The patrons expressed concern that library hours were not convenient for many working people and hoped that more funds could be made available in order that library service would be greatly improved. President Callanan thanked all for attending the meeting and emphasized that only through the efforts of citizens who care about the library can library services be improved.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the expenditures in the amount of $771.64 from the Fuhrman fund for the purchase of books for the month of February be approved.

2. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #601

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid and Glenda Hooper to the "Young Adult Workshop on Book Selection" in Los Angeles, California on March 7, 1972; their expenses to be paid out of the regular library travel budget as travel funds permit.

3. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #602

RESOLVED, that the Library Commission hereby authorizes the attendance of Linda Crismond and Louise Santoro to the spring conference of the Association for Systems Management in San Francisco, California on March 17, 1972; their registration expenses to be paid out of the regular library travel budget as travel funds permit.

4. It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #603

RESOLVED, that the Library Commission hereby authorizes the attendance of Dorothy Richard to the "Women in Management" program at the University of California in Santa Cruz, California, May 12-14, 1972; her registration expenses to be paid out of the regular library travel budget as travel funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Lisle, seconded by Commissioner Malone and unanimously approved that the following resolution be adopted:

RESOLUTION #604

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the Public Relations Activities Report for the month of February be accepted.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

1. Commissioner Stern was impressed with the outpouring of interest in the Library by the citizens and their protesting the closing of any branch libraries and felt this interest must be a boost to the librarians' morale. She commended Mrs. Grace MacDuff and Miss Mary Louise Stong for their many efforts and dedication on the campaign to obtain more funds for the library to function effectively, and that "Keep Libraries Alive" is the best method to come about in recent years.

2. Drew the Commission's attention to the fact that many interesting programs were now going on in the library. The lecture by Roger Levenson, "On Looking at a Fine Book" was a great success and attended by an overflow audience.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

Commissioner McDonnell had no official report but feels that all citizens and Friends were a most valuable resource. He feels that if citizens are to get the most from their tax dollar they must insist that libraries receive a fair share of the city's budget in order that library service is adequate. He told of the many ways the budget was cut by the Commission due to lack of funds. He suggests that letters be written and every means be used to convince the Mayor that we need adequate funding to keep the libraries going.

LIBRARY EXTENSION
COMMISSIONER TOURMAHU

No report.

COMMUNICATIONS

FROM: Many interested citizens: Letters protesting the closing of the three branch libraries (Golden Gate, Ocean View, and Portola). All were answered by President Callanan. Commissioner Stern announced that she had read the letters and was impressed with the quality and suggestions made by interested persons.

There being no further business to come before the Commission the meeting was declated adjourned. Date of the next meeting to be announced later this month.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San FRancisco Public Library Commission

March 7, 1972

RESOLUTION NO. 604

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1972, be approved:

1250 Personnel Aide (EEA)
Alice R. Travis

1404 Clerk (EEA)
Joe Phillips

1444 Clerk Stenographer
Lois Collins

3602 PT Page
Diane Koorsones

3602 PT Page
Valerie Meagher
Robert Ng
Carol Thurmond
Phillip Whitney
Bettie Yee

3610 Library Asst. (EEA)
Jagjit Monga

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
James Cadigan
Curtis Felix
Jade Lim
Sheila Nielsen
Kenneth Norris
Carolyn Novosel
Diane Omi
Carolyn Tsang

3602 PT Page
Peggy Williams
Wondy Wong

3611 Library Asst. (EEA)
Virginia Humes

7418 Sr. Book Repairer
Louise O'Brien

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

April 4, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, April 4, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 9:05 A.M. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Day, Lisle, Malone, McDonnell, and Stern. Excused: Commissioner Tournahu.

It was moved by Commissioner McDonnell, and seconded by Commissioner Lisle that the minutes of the March meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Announced the retirement of State Librarian Carma Leigh on May 1. A dinner for Mrs. Leigh will be held at the Sheraton Palace on May 17.

2. Informed the Commission that this year there will be no budget departmental hearings and the Supervisors' public hearing will be held April 24 at 7:30 P.M. The Mayor's Budget Hearing was conducted on March 22 by Acting Mayor Robert Gonzales who commented on the excellent presentation organized by Keep Libraries Alive committee. Supplementary material is being prepared for presentation to the Board of Supervisors.

3. Reported to the Commission that about 4:00 A.M. on Good Friday, March 31, an arsonist set fire to the Ortega Branch Library. At least 600 books in a non-fiction section (philosophy, religion, political science) were destroyed. At least 18,000 others were soiled by soot and smoke, but luckily not water damaged. After much checking with Fire Department salvage firms, insurance companies and several libraries elsewhere in the state to determine their experience with fire damage, the books were immediately removed to prevent further smoke permeation. All day Saturday, librarians, members of the library staff, and neighborhood volunteers packed books in boxes. The books were then stored in the

Little League bleachers belonging to the Recreation and Park Department or moved to other branches. President Callanan complimented the fine work of the staff and all who volunteered their services on Saturday. The Library is working with the Bureau of Architecture and Purchasing Department in coming up with estimates to prepare an emergency supplemental library budget request to the Board of Supervisors. As the City carries no insurance to cover this damage, this will call for an emergency budget appropriation.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The Secretary added that he had spoken with the General Works detail of the San Francisco Police Department with regard to the Ortega fire, but so far they have not come up with any leads as no fingerprints were taken at the fire scene.

2. Showed the Commission a flag which was acquired by Gladys Hansen of the Rare Books Department. This flag has flown over three coordinate branches of the Government; the Capitol, the United States Supreme Court, and the White House. Under the sponsorship of the Navy, it has flown over Pearl Harbor, Iwo Jima, Saipan, Guam, Tinian, Okinawa, Kwajalein, and Tokyo. It was draped over the tomb of President Woodrow Wilson in Washington Cathedral the day Japan surrendered.

3. Advised the Commission that the Purchasing Department had cancelled a budget item (drill and saw) requisition due to a large City and County deficit. Mr. Anderson sees this as an indication that we will be allowed less money to spend for the rest of this year.

It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the Administration Reports be accepted as submitted.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Miss Mary Louise Stong, Vice President of the Friends, advised the Commission that the Friends are working to get better state funding for Public Library Services. The Governor's 1972-73 budget, presented to the Legislature, contains a requested appropriation for library systems of $800,000. This is the same amount which was appropriated in 1963 to fund a few small systems on a trial basis. Over $10 million is needed to operate the 21 systems of the state, which serve a population of 18,500,000.

2. Mrs. Grace Macduff reported on the program presented by Keep Libraries Alive at the Mayor's Public Hearing for 1972-73 budget requests. It was an excellent presentation, including children and young people holding signs, interesting speakers from several neighborhoods and representatives from the business community, Librarian's Guild, San Francisco City College, and parochial school. KQED covered the event and did a two night series on the library that was very good.

Mrs. Macduff invited all to programs planned for National Library Week, April 16-23, 1972, including the Potrero Hill festival; Three Visions of Reality in the Literature Department, Main Library, April 17 at 7:30 P.M.; and San Francisco Lively Press Exhibit reception to be held in the Rare Books Room on April 18 at 5-7 P.M. Featured are items of high school and college newspapers, as they are trying to encourage young people to become Friends of the Public Library.

The Friends have volunteered their services to the staff to help in any way they can in the Ortega situation.

President Callanan thanked the Friends for their excellent presentation and Commissioner Stern complimented Mrs. Macduff and Miss Stong on their many laborious efforts in getting so much publicity and attention directed to the Public Library. Commissioner Stern also commended the excellent co-operation of Mrs. Eleanor Rossi Crabtree who never fails to help when it is needed. President Callanan echoed Miss Stong's remarks on the excellent cooperation of Commissioner Stern inasmuch as she has always been ready and willing to work and give so much encouragement to the Friends in their many efforts.

MAIN LIBRARY COMMITTEE
COMMISSIONER MALONE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that the expenditures from the Fuhrman fund in the amount of $2,797.61 for the month of March be accepted.

2. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that Resolution #605, a gift of $300.00 from Katherine Schmulowitz for the purchase of books, be adopted.

3. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #606

RESOLVED, that the Library Commission hereby authorizes the attendance of ten children's librarians at the Association of Children's Librarians Institute on Native Americans to be held in Berkeley, California on April 13, 1972; their registration expenses to be paid out of the regular library travel budget as travel funds permit.

4. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #607

RESOLVED, that the Library Commission hereby authorizes the attendance of Linda Knutson at the " Media in Library Social Action" institute at the University of Wisconsin, Madison, Wisconsin, June 4-10,1972; her expenses to be paid out of the regular library travel budget as travel funds permit.

5. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #608

RESOLVED, that the Library Commission hereby authorizes the attendance of John F. Anderson to both the Urban Trustees Council Meetings in Chicago, Illinois from June 22-24, 1972, and the Annual American Library Association Conference in Chicago, Illinois from June 25-July 1, 1972; his expenses to be paid out of the regular library travel budget as travel funds permit.

The City Librarian informed the Commission that even though we are not members of the Urban Trustees Council, he recommended his attendance in order to be informed as to the matters which would be discussed at this meeting. The Urban Library Trustees Council is presently organized outside ALA but may be affiliated with the American Library Trustees Association.

6. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #609

RESOLVED, that the Library Commission hereby authorizes the attendance of six Bay Area Reference Center librarians to the systems reference librarians meeting at Santa Barbara Public Library, Santa Barbara, California on May 13 or 20, 1972; their expenses to be paid out of Bay Area Reference Center funds.

7. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #611

WHEREAS, the Ortega branch library serving the Sunset community since 1956 was broken into and set on fire in the early morning of March 31 1972 and according to the official Fire Department report was an act of arson, and

WHEREAS, extensive damage was done to the interior of the building and its contents by both smoke and water, and

WHEREAS, the Ortega branch library is no longer usable and the public must be routed to other branch libraries, books and equipment are in need of repair, and the building must be refurbished, therefore, be it

RESOLVED, that the Library Commission hereby decrees a state of emergency exists and directs the City Librarian to prepare a supplemental budget request as soon as damage estimates are obtained and submit same to the Mayor at the earliest possible date.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER LISLE

It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #610

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER STERN

1. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relation Activities Report for the month of March be accepted.

2. Commissioner Stern drew the Commission's attention to the beautiful plants placed in the various departments and Grand Stairway of the Main Library by the Recreation and Park Department.

3. Recommended that a resolution be drawn up to be presented to Carma Leigh, State Librarian, who is retiring on May 1, thanking her for her service over the years. It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that a resolution be sent to Carma Leigh.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER MCDONNELL

No report.

LIBRARY ESTENSION
COMMISSIONER TOURNAHU

No report.

COMMUNICATIONS

FROM: Robert J. Dolan, Clerk of the Board of Supervisors, regarding petition containing 340 signatures urging that the Public Library and Public Swimming Pool in the North Beach-Chinatown area remain open for longer hours. President Callanan will refer the matter to the Library Extension Committee.

FROM: Mr. Allan Fox, 1810 Green Street, concerning recent matter of closing three branch libraries. Letter to be sent to Mr. Fox from President Callanan and the Commission.

President Callanan introduced Mrs. Abrams from the Haight-Ashbury district who questioned the grant for Early Childhood Education. Mrs. Abrams was advised by the City Librarian and Miss Morris, Coordinator, Children's Services, that the grant was for all children in the city but the three housing projects were to be used as target areas.

COMMITTEE ASSIGNMENTS

Main Library Committee	Commissioner Lisle, Chairman Commissioner Stern Commissioner Tournahu
Budget and Operation Committee	Commissioner Day, Chairman Commissioner Malone Commissioner McDonnell
Personnel and Staff Relations Committee	Commissioner Malone, Chairman Commissioner Lisle Commissioner Tournahu
Community Affairs Committee	Commissioner McDonnell, Chairman Commissioner Stern Commissioner Day
LLibrary Resources Committee	Commissioner Tournahu, Chairman Commissioner Lisle Commissioner Day
Library Extension	Commissioner Stern, Chairman Commissioner Malone Commissioner McDonnell

President Callanan
Ex-Officio

There being no further business to come before the Commission, the meeting was declared adjourned until Tuesday, May 2, 1972 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

April 4, 1972

RESOLUTION NO. 610

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March, 1972, be approved:

3602 FT Page - EEA
Conrado Cadorna

3602 PT Page
Edwin Heffernan
Wang Kay Li
Melvin Wong
Millie Yu

3610 Library Asst. (EEA)
Stella Abdel
Henry Leung
Carmen Morales

3611 Library Asst. (EEA)
Wilhelmena Cook

3611 Library Asst. (EEA)
Shirley Davis
Amelia Martin

3630 Librarian I (EEA)
Jennifer Arns
Phyllis Bratton
Carol Small

3630 Librarian I - PT
Elizabeth Katz

8202 Watchman -(EEA)
Paul Davis
Randolph Tyler

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1444 Clerk Stenographer
Beverly Holloway

1630 Account Clerk
Clyde Moorhead

3611 Library Asst. (EEA)
Katherine Nayebdadash

3630 Librarian I
William Luria

3630 Librarian I
Eleanor Newhard

3632 Librarian II
Marjorie Hall

8202 Watchman (EEA)
Paul Davis

3602 FT Page
Stephanie Pellum

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

May 2, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, May 2, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:35 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, and Stern. Excused: Commissioners Day, McDonnell, and Tournahu.

It was moved by Commissioner Malone and seconded by Commissioner Lisle that the minutes of the April meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Asked for approval of contract for a joint project already underway with the Peninsula Library System to add the periodical record holdings to our periodicals catalog. This will be at no expense to us and will improve the form and usefulness of our catalog. The contract includes a 60-day cancellation clause.

2. Informed the Commission that thirty copies of A Strategy for Public Library Change, a publication of the American Library Association dealing with a proposed public library goals-feasibility study, were purchased and a copy was distributed to each Commissioner. Mr. Anderson pointed out that there were many interesting points of view dealing with public libraries and suggested a discussion after the Commissioners read the report.

3. Reminded the Commissioners about the reservations for the retirement dinner to be given in honor of Carma Leigh, State Librarian, on May 17 at the Sheraton Palace. Governor Reagan has made no announcement as to the new appointment although one is expected soon.

4. Announced that all written examinations for librarians were given in January and to date the passing factor has not been established. Oral examinations will probably be given in June. The Library Technician examinations are completed and all paper work done for placement. These examinations affect many people on our staff.

5. The Emergency Employment Act will be funded for an additional year. The City Librarian must evaluate the library's EEA program and write a proposal by May 26. The twenty seven positions awarded the library last fall will continue. Each Commissioner will receive a copy of this proposal.

6. Informed the Commission that volunteers were still being used to clean the books damaged in the Ortega branch library fire and that about half of the books are cleaned. The Mayor is still looking into the supplementary budget request. The Bookmobile is now in operation at Ortega on Wednesday from 10:30 A.M. to 12:30 P.M. and Saturdays from Noon to 5:00 P.M. The Office of Adult Services is in the process of planning a city-wide Youth Film Festival and they will involve young people in this area to plan the event. Commissioner Stern commented on the April 5 Washington Newsletter feature on Special Projects Programs. Suggested that perhaps the library could coordinate with Meals on Wheels. She has discussed the program with Mrs. Douglas. The City Librarian informed the Commission he would investigate this suggestion.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Informed the Commission that the Secretary has made arrangements for the library guards to attend a 13-week course at the Special Police Officers' Training School. One of our guards has recently completed the course and the other two are presently attending. A star is issued upon completion which is turned in upon termination of the guard.

2. Announced that the 1971 copy machine income has increased $1200 over the 1970 income due to an increased commission rate.

3. Drew the Commission's attention to the fact that electricians from the Department of Public Works have completed their work for this fiscal year. We have new lighting in the Rare Books, Chief of the Main's office, Friends' office, Art and Music, Registration office, south hallway on Main Floor. The old acorn chandeliers at the foot of the Grand Staircase and in front of the History Department have not been removed. The painter was in for five days. The Secretary feels that the library could use a full-time painter.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

Mr. Henry Bowles, member of the Executive Board of the Friends, announced that Library Week this year was not "business as usual". Grace Macduff agreed to be Chairman and was immediately in a campaign to KEEP LIBRARIES ALIVE. The threat of three branch closings sparked the formation of KLA, a separate organization for political action started by the Friends. While programs were being planned to celebrate National Library Week, KLA was mobilizing citizen support for the budget. By covering all aspects of the Library, including the arson attack on the Ortega Branch and subsequent community meetings, the media focused attention on the Library as never before. KLA's efforts resulted in an unheard of addition to the Mayor's budget of $60,000 by the Finance Committee for books. It happened because people demonstrated their desire that the Library have a high priority for tax support.

Library Week events included: Panel of three authors; Al Young, Peter Beagle, and Jim Houston; reception for local publishers and an exhibit of San Francisco's lively press; writing workshops for young people with Leonard Wolf; celebration or "palaver" winding up the first year of READING IS FUNDAMENTAL.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. In Commissioner Day's absence, it was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $728.45 for the month of April be accepted.

2. It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #612

RESOLVED, that the Library Commission hereby authorizes the attendance of Harriet Collopy to the annual convention of the Special Libraries Association in Boston, Massachusetts, June 4-8, 1972; her expenses to be paid out of state funds.

3. It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #615

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez, Gilbert McNamee, and Roberto Esteves to the Annual American Library Association Conference in Chicago, Illinois from June 25-July 1, 1972; their expenses to be paid out of Bay Area Reference Center funds.

4. It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #616

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid and Effie Lee Morris to the Annual American Library Association Conference in Chicago, Illinois from June 25-July 1, 1972; their expenses to be paid out of state funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #613

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER MCDONNELL

1. In Commissioner McDonnell's absence, the Secretary read his report. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relations Activities Report for the month of April be accepted.

2. It was moved by Commissioner Lisle, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #614

WHEREAS, Mrs. Carma Leigh has been State Librarian of California since 1951, and

WHEREAS, Mrs. Leigh retired from this position as of May 1, 1972, and

WHEREAS, the San Francisco Public Library Commission wishes to acknowledge with appreciation the support she has given the Library during her administration through the Public Library Services Act and the Library Services and Construction Act which have resulted in more innovative programs and higher quality service for the citizens of San Francisco; now therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby acknowledge her strong leadership, valuable contributions to the growth of library legislation, and dedication to the field of librarianship, and

BE IT FURTHER RESOLVED, that the Commissioners join the staff and the administration in wishing Mrs. Carma Leigh many years of health and happiness.

LIBRARY EXTENSION
COMMISSIONER STERN

1. Announced that the Citizens' Meeting held in the burned-out Ortega Branch Library was a great success and that it had an extremely positive effect. There was much organization in getting people to spread the word and the interest that came back about the library was overwhelming. People really spoke up and told what they wanted for the library and there were many people who volunteered their services; more than fifty people signed up to work. Many young people attended the meeting and school principals took time to attend the meeting and they were very cooperative. The PTA was represented and Grace Macduff and Mary Louise Stong, co-Chairmen of KEEP LIBRARIES ALIVE, who were responsible for getting so much attention directed to the library this year, recommended youth programs to rechannel energies of young people in an effort to keep them off the streets and encourage them to participate in many

useful activities. There is a need for a mini-park and it was suggested that perhaps the sand dunes could be used for this purpose. A cleanup day, perhaps a Sunday, was recommended in order that volunteers could reshelve all books and do other necessary chores. Commissioner Stern expressed great hope that the library would be a catalytic agent in organizing citizens of the Sunset area.

2. Commissioner Stern read a letter of support from the organization SPEAK in regard to rebuilding the Ortega Branch Library and the $81,000 that is needed for this purpose, and recommended community support and encouraged that people take an active part and take on various projects.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER TOURNAHU

No report

COMMUNICATIONS

1. FROM: Marie S. Jensen, Executive Secretary, California Palace of the Legion of Honor, a letter of appreciation for cooperation of staff members who helped in completing mat cutting project. FILE

2. FROM: Grace Macduff and Mary Louise Stong, co-Chairmen of KEEP LIBRAIPES ALIVE, expressing their delight over the Mayor's recommended budget for the Library. The Library was one of three areas which received increases: Social Services and Law Enforcement are the other two. They indicated that the reason the library budget is up is due to the fact that the city officials have gotten the message, loud and clear: the voters of this city value the Library and want it to have a high priority for tax support. The message got to our city officials because citizens really do care, and the staff, the Commission, the Friends, and KEEP LIBRARIES ALIVE all pitched in and worked. For this, they sincerely conveyed their thanks. They now intend to get started on next year's budget in the hope that more funds will be available. The City Librarian indicated that the extra personnel on the Emergency Employment Act Program would make it easier for the Library to get an early start working on next year's budget.

3. FROM: Joseph Schwarz, a member of the Sunset Community, requesting that service be restored at Ortega Branch Library as soon as possible. FILE

4. FROM: Supervisor Mendelsohn, letters which were sent to his office by interested citizens who wish service restored as soon as possible. A copy of his letter, which was sent to each who wrote, accompanied the letters. FILE

Commissioner Stern suggested that letters be written to the Finance Committee of the Board of Supervisors, thanking them for their support She also requested a list of Administrative Assistants to the Supervisors and their phone numbers.

There being no further business to come before the Commission, the meeting was declared adjourned until Wednesday, June 7, 1972 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

May 2, 1972

RESOLUTION NO. 613

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April, 1972, be approved:

1760 Offset Operator
Herschel Mitchell

3602 PT Page
Thomas Campbell
Carolyn Henderson
Mark Johnson
Dixon Lee
Ronnie Loo

3602 PT Page
Vincent Rosales
Agonafer Shiferaw
Deborah Sullivan

3630 Librarian I - EEA
Susan Bizio
Vivian Kobayashi

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1424 Clerk Typist
Catherine Ellis

1760 Offset Operator
Bonnie Carpenter

2714 Janitor
Salvatore Enea, Jr.

3602 PT Page
Edwin Heffernan

3602 PT Page
Johnson Lam
Raymond Lew
Fred Loo
Briana Moore
David Perez
Erwin Wong
Alexander Young

3602 FT Page - EEA
Roy Bowens

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

June 7, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Wednesday, June 7, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Malone, McDonnell, and Tournahu. Excused: Commissioners Day, Lisle, and Stern.

It was moved by Commissioner Tournahu and seconded by Commissioner Malone that the minutes of the May meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Announced that examinations for Librarian II, Librarian III, and Chiefs were given and that orals are being conducted. As soon as the list is posted, reassignments will begin.

2. Informed the Commission of the two staff meetings; one a talk and demonstration on library work for children, "The Library in an Environment of Change" given by Mr. Spencer Shaw, Lecturer at the University of Washington; the second program was a discussion of public library goals led by Mrs. Allie Beth Martin, Director of the Tulsa City-County Library in Oklahoma. There were morning and afternoon discussions each of which was different in order to allow group participation to its fullest. The meetings were well attended and a task force follow-up was proposed by the City Librarian. Commissioner Malone was in attendance and a member of the Friends also attended. Both programs were video taped.

3. Announced that he has requested 63 EEA positions for 1972/73. We currently have 39 and the City Librarian recommends that these positions be retained if we are to keep the libraries open. We are entering into a new program called "Veterans Educational Incentive Program" sponsored by City College with a grant from the EEA program. This program will provide part-time jobs for 200 veterans attending school and we have indicated that we can handle up to 32 such persons in half time jobs.

4. Called the Commission's attention to the fact that the supplemental appropriation at $81,318 for rehabilitating the Ortega branch will be introduced to the Board of Supervisors Finance Committee on June 14. It is expected that this amount will be cut back to $47,385 which would mean that such items as painting, carpeting, and equipment would be cut but this amount would be able to get the branch operating again. President Callanan asked if there was any progress in apprehending the arsonist as he feels this matter should be pursued inasmuch as restoring the branch would be futile if the same hazards are still present. The City Librarian will request a report from the Police Chief. The City Librarian understands that there is to be a public hearing on several supplemental requests with the intent to allow the public to determine priorities. The Citizens Coalition for a More Effective Ortega Branch Library will co-sponsor a fair on the grounds of Giannini Junior High School on June 24, 10 AM - 7 PM. Proceeds will be divided between Energy and Advocates summer programs and the Ortega fund.

The cleaning up of the book collection is now completed and the City Librarian called on Mrs. Goodwin, Chief of Technical Services, to report on this project. She advised that 17,000 books are cleaned and in usable condition. It took seven weeks to complete the job and she commended the neighborhood volunteers who assisted in the clean-up. Pages and clerks and the staff from Technical Services Department as well as volunteers from the Friends worked diligently on cleaning books for the library. There were signs posted at Sunset branch library and ads placed in newspapers asking for volunteers. About 53% of 1,000 hours was credited to volunteer time. People are very concerned about when the Ortega branch will reopen. Mr. George Liu was introduced as the person who undertook the supervisory responsibility for the job. He discussed how books should be cleaned by using soap and water, spray cleaners, and erasers. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that a letter be sent to each and every volunteer from pages to neighborhood volunteers thanking them for their help in the book cleaning project.

SECRETARY'S REPORT
MR. GEORGE CERASI

No report.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Miss Mary Louise Stong, Member of the Executive Board of the Friends, announced that Barry Adler advises that citizens have been contacted and will appear at the Board of Supervisors Finance Committee Meeting on June 14 to speak on the Ortega branch project.

2. The Friends are holding a special summer sale of low-priced fiction (nothing over a dollar) for adults and children in the Exhibit Room on Monday, Tuesday, and Wednesday, June 26, 27, and 28 from noon to 6 PM. This is not in lieu of the annual sale nor are the books left-overs from the last sale. It's just a little extra for bargain lovers.

3. The Friends are hosting a wine-tasting reception following Ellen Shaffer"s lecture, "Lawton Kennedy, Master Printer" on Thursday, June 22. Her lecture is part of a celebration commemorating 60 years of fine printing by Lawton Kennedy.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Malone, seconded by Commissioner Tournahu, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $436.43 for the month of May be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #617

RESOLVED, that the Library Commission hereby authorizes the acceptance of the gift from Mrs. Edgar Kahn, one 17th Century Spanish desk and two 17th Century Spanish chairs appraised at $3,000.

The City Librarian announced that the desk and chairs are now in the Rare Books room. Mr. Kahn also willed his library of valuable books as a gift to the San Francisco Public Library.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #618

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

2. It was moved by Commissioner Malone, seconded by Commissioner Tournahu, and unanimously approved that the following resolution be adopted and that a copy of the resolution be sent to Mr. Boland:

RESOLUTION #619

WHEREAS, Stuart Boland has announced his retirement as a Librarian after thirty-seven years at San Francisco Public Library, and

WHEREAS, during this time Mr. Boland has devoted himself to providing warm and faithful service to the people of the neighborhoods in which he has served and will be greatly missed by them, and

WHEREAS, Mr. Boland has rendered continued energetic, cooperative and dedicated support to the development of services to the community by San Francisco Public Library, now, therefore, be it

RESOLVED, that the Commission joins the staff and administration in extending to him this expression of appreciation for his earnest efforts and wish him many years of health and happiness.

LIBRARY EXTENSION
COMMISSIONER STERN

No report.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relations Activities Report for the month of May, 1972 be accepted. Commissioner McDonnell commended the flyers announcing the many programs being put on by the Library, such as the Mime Troop, poetry readings, etc.

2. The Library has been experimenting in selling reprints of art work from the San Francisco Public Library Collection. After three weeks at five cents per card, a total of $9.50 was collected. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the Publication Fund be authorized to reprint art reproductions from San Francisco Public Library Collections and they be sold at ten cents.

COMMUNICATIONS

FROM: Florence Mitchell, President, Librarian's Guild, Local 400, S.E.I.U. regarding the use of volunteers as a solution to some of the library's serious problems. A copy of this letter was given to Commissioner Malone, Chairman of the Personnel and Staff Relations Committee to be investigated. Report to follow.

Commissioner McDonnell commended the Children's Application cards in various languages and congratulated the perception of the Office of Children's Services. He suggested the addition of Russian and Japanese due to the many children who speak these languages in various parts of the City.

OTHER BUSINESS

Commissioner McDonnell raised the question of cooperation with schools in the furnishing of library service, citing concern over possible overlap of collections and services. He expressed the problem of shortage in tax revenues and asked the City Librarian to consider this problem of school and public library development and submit a report to the Commission.

There being no further business to come before the Commission, the meeting was declared adjourned until Tuesday, July 11, 1972 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

RESOLUTION NO. 618

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May, 1972, be approved:

1402 Jr. Clerk - PT
Michael Cotton

1402 Jr. Clerk
John Ford
David Goldman
Leon Jackson (EEA)

1444 Clerk Stenographer
Winifred Richardson

3602 FT Page
Richard Kelly

3602 PT Page
Teresa Caughman
Kenneth Chamberlain
James Chiles

3602 PT Page
Susan Snodgrass
Michael Valter

3616 Library Tech. Asst. I
Patricia Akre
Violeta Montemayor
Oleg Panoff

3630 Librarian I-PT
Georgia Mulligan

3630 Librarian I
Carse McDaniel
Albert L. Smith (EEA)
Jo Ann Tanouye (EEA)

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1402 Jr. Clerk - PT
Terence McDevitt

1402 Jr. Clerk
Ernest Batts (EEA)
David Goldman
Donald Ulberg

1422 Jr. Clerk Typist
Vivian Green
Fannie Loeserman

1424 Clerk Typist
Terri Anne Aleo
Suzanne Gilbert
Irene Rooker
Carma Thomas

1444 Clerk Stenographer
Charles Bletsch
Joan McMenomey

3602 PT Page
Alfred Chiu

3602 PT Page
Leonard Joyce
Laurence Kinsella
William O'Neill
Mark Olivier
Anna B. Rickles
Olga Reneff
Phillip Whitney

3616 Library Tech. Asst.I
Arlene Naegelin

3618 Library Tech. Asst. II
Madeline Prosser

3630 Librarian I
Olga Kaczorowski
Nancy Kellum-Rose
Pia Spiess-Henriksen

3632 Librarian II
Penelope Brewer

3634 Librarian III

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

July 11, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, July 11, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, McDonnell, and Stern. Excused: Commissioners Day, Malone, and Tournahu.

The Secretary to the Library Commission, Mr. George Cerasi, noted that the wording on page 2, line 13 was incorrect and should read "The Citizens Coalition for an Effective Ortega Branch Library". It was moved by Commissioner McDonnell and seconded by Commissioner Stern that the June minutes be approved as corrected. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported on the progress of the Ortega Branch Library. The City's Architectural Department is working on plans to restore the building. Bookcases have begun to be refinished by the Single Men's Rehabilitation Center on the Hassler Hospital grounds at Redwood City, and things are moving as rapidly as possible.

2. Advised the Commission that he wrote to Chief Scott regarding the apprehension of the Ortega Branch arsonist. Chief Scott advised that there are three suspects but no evidence. The case is still open.

3. Announced that the Business Branch has been designated a regional depository for the Foundation Center of New York Collection of annual reports for foundations in the western United States.

4. Informed the Commission that circulation of library materials for 1971-72 increased 2.4% over last year and the Main Library increased 7.7%. The fourth quarter of 1971-72 helped keep the year's increase modest, since SFPL declined in the statistics by 2.7%.

4. Called the Commission's attention to the fact that the employment freeze continues. No word on the BEA position requests. People presently employed with us will continue.

6. Called on Mr. Murphy, Personnel Officer, who announced that the City Charter has been changed in regard to legal holidays falling on Saturday. In the future, all legal holidays falling on Saturday will be observed on Friday. He read a draft of a request to the City Attorney and the Civil Service Commission asking for interpretation of this new ruling, since the library is normally open Saturdays.

7. The City Librarian called the Commission's attention to the fact that display cases have been placed on the third floor corridor and that the City Librarian's, Personnel's, and Secretary's offices were being used for display of historical materials.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Announced that two more of our watchmen have completed the Special Police Course and we now have three special police officers on our staff. They are doing a fine job keeping troubles at a minimum.

2. As reported at a previous meeting, we were negotiating for a 20% commission from our copy machines in comparison to the previous 10%. We were able to negotiate a 30% commission, still continuing with quality service at no increase in cost to the public, and producing more revenue for the City and County of San Francisco.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Miss Mary Louise Stong, co-Chairman of KEEP LIBRARIES ALIVE, reported on the following:

   1972-73 State Budget - The Joint Assembly - Senate Budget Committee recommended a total budget of $1,346,000, which was an increase of $546,000 over the $800,000 originally proposed by the Governor. The Governor blue-pencilled the increase. As a result, the San Francisco Public Library will receive $17,500. Willie Brown led the push for the increase.

   SENATE BILL 1261 - COLLIER - This bill is currently before the Senate and it is vital to the SFPL. ALL POSSIBLE SHOULD BE DONE TO ENCOURAGE SENATOR MILTON MARKS TO SUPPORT IT. Senator George Moscone, at the request of Commissioner Day, carried the bill through committee and is credited with its clearing the Education and Finance Committees.

The main provisions are:

It would fund the Library System at actual cost: currently computed to be 50¢ per capita. From 1973-74 on, would reflect cost escalation. Three year phasing-in:

1/3 - 1972-73 - $116,667 for SFPL
2/3 - 1973-74 -
All - 1974-75 - $350,000 plus cost increase for SFPL

Instead of $17,500 now budgeted.

Need Republican votes to carry Senate. It may come up at any time. Grace Macduff has made every effort to get Senator Marks to support this Bill, writing him first from London. Everyone is asked to help in any way they can.

Senate Bill 530, the Library Network Bill, has been dropped for this year.

2. Ortega Fair netted about $400 and the Friends book sale in that Fair made about $70.

3. The Board of Directors of the Friends approved the continuation of the Reading is Fundamental program and are trying to attract additional funding. This program, which was inaugurated a year ago, has been very successful in encouraging children to read and use the library. Mrs. Jewel Johnson is in charge of the program and and students from California State University, San Francisco are assisting.

President Callanan commended the Friends for their efforts in making the Lawton Kennedy Exhibit a great success.

The City Librarian interrupted the meeting to announce that Mrs. Ethel Crockett Librarian at San Francisco City College, had been appointed State Librarian effective August 1, 1972.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the expenditures from the Fuhrman fund in the amount of $1,338.03 for the purchase of books for the month of June 1972 be accepted.

2. It was moved by Commissioner Lisle, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #620

RESOLVED, that the Library Commission hereby authorizes the acceptance of the gifts of two manuscripts of children's books by Bay Area authors; (1) Tales of Nimipoo by Eleanor B. Heady with value to $1,000, and (2) Martin Luther King, Jr. by Beth P. Wilson valued at $500.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #621

RESOLVED, that the Library Commission hereby authorizes the attendance of Reed Coates to the University of California Extension-Santa Cruz Workshop "Library and Information Services for Prison Population" at Santa Cruz, California, August 25-26, 1972; his registration expenses to be paid out of State funds.

4. It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #622

RESOLVED, that the Library Commission hereby authorizes the attendance of Alice Jacobs to the University of California-Berkeley symposium on "Excellence in Children's Literature" at Berkeley, California, July 10-14, 1972 her registration expenses to be paid out of State funds.

5. It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #623

RESOLVED, that the Library Commission hereby authorizes the San Francisco

Public Library to apply for and accept from the San Francisco Foundation no more than $3,500 for purchase of equipment necessary to house materials in the Business Branch which has been designated a regional depository for the Foundation Center of New York collection of annual reports;

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County of San Francisco at this time or any later date.

6. It was moved by Commissioner Lisle, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #624

RESOLVED, that the Library Commission hereby authorizes the attendance of John F. Anderson to the meeting of the California Public Library Systems Council in Los Angeles, California on July 14, 1972; his expenses to be paid out of the regular library travel budget as travel funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

It was moved by Commissioner Stern, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #625

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

LIBRARY EXTENSION
COMMISSIONER STERN

Commissioner Stern proposed that the Glen Park Branch Library hours be changed effective July 31, 1972.

Present Hours

Monday, Wednesday, Friday . . . . 2:30 - 6
Tuesday, Thursday . . . . . 2:30 - 8
Closed Saturday

Proposed Hours

Monday, Wednesday, Thursday, Friday . . . 2:00 - 6
Tuesday . . . . . 2:00 - 8
Closed Saturday

It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the proposed hours for Glen Park Branch Library be adopted.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Lisle, and unanimously approved that the library's Public Relations Activities Report for the month of June 1972 be accepted.

2. Commissioner McDonnell commended the fine work on the Lawton Kennedy Exhibit and Commissioner Stern told the Commission about the excellent attendance at Ellen Shaffer's lecture, "Lawton Kennedy, Master Printer". President Callanan congratulated David Belch, Public Information Officer, for his hard work as well as Albert Sperisen and the other members of the Committee who worked so diligently to make this tribute a great success.

3. Commissioner McDonnell announced that University of San Francisco is giving to the Library all files on the San Francisco City Charter Revision. There are six file drawers of material relating to the City Charter.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER TOURNAHU

No report

COMMUNICATIONS

1. FROM: Mrs. Andre Tolpegin, The Junior League of San Francisco Inc., advising that present Commission observer will no longer be able to attend our Commission meetings.

FROM: Mrs. Rhoda Weybrew in response to thank you letter for her help in cleaning books soiled in Ortega Branch Library fire. President Callanan advised the Commission that over 100 thank you letters were mailed to each person who helped clean books.

Commissioner Lisle presented the library with a book, Rare and Well Done, published by the meat packing industry. It is a very informative book dealing with keeping, cooking, and information on different meats. President Callanan expressed his thanks on behalf of the Commission.

There being no further business to come before the Commission, the meeting was delcared adjourned until Tuesday, September 5, 1972. The Commission will recess for the month of August.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

July 11, 1972

RESOLUTION NO. 625

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June, 1972, be approved:

3602 PT PAGE	3602 PT PAGE
Lawrence Chang	Samuel Lew
Lynette Chin	Victor Ng
Bayardo Espinoza	Nancy Noennig
Raymond Forth	Kenneth Sum
Debra Ann Franklin	Ann Sustarich
John Gettys	Marcos Tavares, Jr.
Harry Lew	Scott Yellin

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT PAGE	3602 PT PAGE
Mary Ahlbach	Larry Lucas
Raymond Gin	James G. McCarthy
Gregory Hooker	Richard San Mames
Eugene Leung	ManCheuk So
Phillip Lew	John Walsh

NO MEETING
AUGUST 1972

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

September 5, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, September 5, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 PM by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Lisle, Malone, McDonnell, Stern, and Tournahu.

Commission Secretary, Mr. Cerasi, advised that item #3 on page 6 was incorrect. The correct announcement should read: "The San Francisco Citizens' Charter Revision Committee is giving to the Library all files on the San Francisco City Charter Revision. There are six file drawers of material relating to the City Charter." It was moved by Commissioner Lisle, seconded by Commissioner Stern and unanimously approved that the August minutes be approved as corrected. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Introduced our new Assistant City Librarian, Mrs. Carol E. Moss to the Commission and welcomed her to San Francisco Public Library. President Callanan welcomed her to her new position as Assistant City Librarian and the Commission is looking forward to working with her.

2. Informed the Commission that the fact cards and annual report will be ready about the second week of September.

3. The City Librarian will join heads of other public library systems at a meeting in Sacramento on September 14 to discuss strategy on passage of California Senate Bill 1261 for funding of the Public Library Services Act. Special attention will be given persuading the Administration to support this bill. He expressed his appreciation for the support of Senator Moscone , Assemblyman Brown, and Senator Marks.

4. Announced that there was no revision in the Library's Capital Improvement Program submitted for 1973-74. The new Main Library bond remains scheduled for November, 1974.

5. The contractor will start work on Ortega branch library on September 6 and hopefully work will be completed in 90 days. Reopening of Ortega branch should be about January 1, 1973.

6. The Early Childhood Program should be staffed and in operation by October 1. The Fulton Street entrance is to be converted into a working area for the project.

7. The City Librarian announced that recent results of the promotional examinations will call for a considerable number of reassignments of staff. A tentative date for transfer of librarians will be September 26. The lists were certified on August 30, but it will take some time to complete a considerable amount of paper work before moves can be made. The City Librarian announced that William Ramirez, Project Director of BARC, will succeed Marian O'Donnell as Chief of the Main Library.

8. Announced that Dan Melcher will be featured at a staff meeting on October 26.

9. Called the Commission's attention to the fact that the Commission meeting was being videotaped and after introductory remarks on the importance of cable television in changing learning and library habits, called on Roberto Esteves, co-chairman of the study group to make a presentation. Mr. Esteves outlined the purposes and activities of a staff task force. A recent Federal Communication Commission ruling setting aside channels for education, government and community access offer opportunities for libraries to be active participants in cable television.

   It is hoped that a collection of programs recorded on tape cassettes can be established. These cassettes produced by the library or outside groups could be circulated like books. The task force is working on the possibility of closed circuit television system to pipe educational programs throughout the library. The City Librarian emphasized that different possibilities were still in the talking stage and the project could entail much expense. The Commission asked Mr. Esteves several questions as to how the library could get started. Mr. Esteves indicated that a proposal is being drafted for a pilot project using outside funding.

10. The City Librarian called on Dorothy Hult, Administrative Assistant in the Office of Children's Services. She invited the Commission to look at a "Circus World" poster, decorated with snapshots taken at the Grand Finale of the Summer Reading Program, which was displayed on a table. She related the events of the Summer Reading Finale held in the Exhibit Room, August 25-26. When asked by Commissioner Stern if the Exhibit Room was a better location than the Civic Auditorium, Miss Hult advised that the only drawback was the inability of having a night performance with parents in attendance.

11. Told the Commission that we are starting to work on the budget earlier than usual this year.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The guards are now using walkie talkies in the library. They are very handy as guards can communicate with each other from any location throughout the library and library annex.

2. Completed an inspection tour of the Main Library and branches and is submitting the Capital Improvement report along with report to Department of Public Works for needed items.

It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the Administration reports be accepted.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

1. Miss Mary Louise Stong, Vice President of the Friends invited all to a "bring your own lunch picnic" at University of California, Santa Cruz on September 30. Included in the events will be a tour of the library.

2. Announced that Mrs. Jule Johnson has resigned as Director of Reading is FUNdamental and candidates are being interviewed to fill the position.

3. Banneker Homes tutorial and recreation project is completed and was very successful. College trained high school students tutored twenty-five children teaching them to read.

4. Urged everyone to help in any way they can to get Senator Milton Marks to support State Bill 1261.

5. Commended the excellent presentation by the BARC workshop on politics and government given August 16 and 17.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $6,015.92 for the month of July and $689.50 for the month of August be accepted.

2. Formalized the approval of the following resolution which was passed by a telephone vote on August 21, 1972:

RESOLUTION #927

WHEREAS, the Public Library Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a per capita grant under this law based upon a formula of "Weighted Population Values" and "Assessed Valuation per capita" after Establishment Grants; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California in accordance with the provisions of this Public Library Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library services; now, therefore, be it

RESOLVED, that the Library Commission does hereby approve the application for and acceptance of said grant; and, be it

FURTHER RESOLVED, that this approval shall entail no financial contribution by the City and County, nor commit the City and County to continuance beyond the period covered by said grant funds.

It was moved by Commissioner Day, seconded by Commissioner Lisle, and unanimously approved that a supplemental appropriation request of $117,588 to move the Technical Services Department to rental quarters be accepted. The request will be forwarded after discussion with the Mayor's office on September 15, 1972.

It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that a request to transfer $35,000 from the book account to periodicals and $1,875 from purchase of table chairs to purchase account for a replacement delivery van. This request has been forwarded to the Controller and Finance Committee of the Board of Supervisors.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #626

Approval of non-Civil Service, temporary, and recertification of temporary appointments made during the months of July and August 1972.

(attached to minutes)

It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved to close the Library on September 9. (Admission Day).

LIBRARY EXTENSION
COMMISSIONER STERN

1. Commissioner Stern asked about the progress of the refinishing of the bookcases for Ortega Branch Library. Mr. Anderson advised that eight bookcases were finished but that the Single Men's Rehabilitation Center may not be able to complete the refinishing on schedule. The City Librarian will talk to Barry Adler about using citizen volunteer help to complete the project.

2. Asked Commissioner Malone to read a broadside entitled "BOOKS" requested by her from the Lawton Kennedy collection. She asked that the broadside be added to the ephemera collection in the Special Collections Department. As this is International Book Year, Commissioner Stern feels that more attention should be given to the Special Collections Department.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER MCDONNELL

1. Commissioner McDonnell called the Commission's attention to the bulletin board which was set up at the meeting displaying the program announcements printed last month. Also posted were book lists and special announcements. It was moved, with commendation, by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the Library's Public Relations Activities Report for the months of August and September be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER TOURNAHU

No report.

There being no further business to come before the Commission, the meeting was declared adjourned until Tuesday, October 3, 1972 at 3:30 PM.

Respectfully submitted,

JOHN F. ANDERSON, City Librarian
Secretary pro tem
SAN FRANCISCO PUBLIC LIBRARY COMMISSION

September 5, 1972

RESOLUTION NO. 626

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the months of July and August, 1972, be approved:

1422 Jr. Clerk Typist
Janice Brown

2714 Janitor - PT
Paul Glorioso
William Zelesky

3602 PT Page
David Angstead
Joel Bierbaum
Royston Chin
Frankie Choy
Claudia Dienes
David Galiata
Ronald Gluckman
Haywood Gray
Hollace Hack
Samuel Lew
Darryl Loo
Annie Ma
Kathryn Marden
Diana Novelozo
Dorothy Sugiyama
Jim Theodorides
Phillip Whitney

3616 Lib. Tech. Asst. I
Akilimali Allen

3630 Librarian I - PT
Donna Allen

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

2714 Janitor - PT
William Zelesky

3602 PT Page
Reynaudo Accooe
James Chiles
Alfredo Delemos, Jr.
Richard Fernandez
Louise Galindo
Connie Chiu
James Hill
Ronald Jackson
Richard B. Jones
Donald Lee
Edmond Lew
Stephen J. Murphy
Nancy Noennig
Olga Reneff
Anna B. Rickels
Thomas Ryan
Marcos Tavares, Jr.
Carol Thurmond
Steven Tong
Michael Valter
Stanley Watkins
David Wong
Jerry Wong

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

October 3, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, October 3, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 PM by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Malone, McDonnell, and Stern. Excused: Commissioners Day, Lisle, and Tournahu.

It was moved by Commissioner Malone and seconded by Commissioner Stern that the minutes of the September meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported that the contractor is at work at Ortega Branch. Colors are being selected for repainting, and they will be brighter and more exciting than before. We have encountered trouble with refinishing the furniture. We are hoping to do some rearrangement of furniture and shelving at the branch but funds are most limited.

2. Advised that transfers of professional staff will probably come in mid-October. Announcements of new assignments will be published in the October 6 Official Bulletin and transfers will take place on October 16.

3. Has extra copies of the Annual Report and library statistics card if the Commissioners wish to have them.

4. Announced that there will be a hearing by the National Commission on Libraries and Information Science in San Francisco on November 29. Miss Mary Louise Stong, Mrs. Effie Lee Morris, Mr. William Ramirez, and Mr. John F. Anderson have been asked to submit testimony. Mr. Al Zipf, Executive Vice-President of the Bank of America, is one of two Californians on the Commission. He will be working with the library on publicity for the hearing.

5. The news article after the last Commission meeting generated much interest in our work on cable TV. Various offices in City Hall have been contacted and were briefed on our activities.

6. Upon the suggestion of the Chief Administrative Officer's Administrative Assistant and President Callanan, an intern from University of San Francisco is working 10 hours in the library under a new City program. His special project is to study library security needs.

7. Informed the Commission that a meeting was held with John DeLuca on September 15 about moving Technical Services. Mr. DeLuca hopes to fulfill the Mayor's wishes in moving the unit, however, the City has no surplus funds at this time for supplemental appropriations. We will have to look for new quarters as the two buildings we were interested in have been leased. The supplemental request will be held until another meeting about November 1.

8. Told the Commission that a very nice letter had been received praising the Bookmobile and its services to Senior Citizen centers.

9. The City Librarian has contacted Police Chief Scott about more police patroling the area due to a number of incidents which have taken place on library grounds. He is happy to report that more patroling is being done.

10. A wall map of the City is being prepared by Dave Belch, Public Information Officer, and will be posted in the Commission Room.

11. Announced that California Library Association is holding a meeting today to see what position they will take regarding Proposition 18, the obscenity bill. He believes they will oppose the bill and the City Librarian thought the Commission might like to take a stand on this. The Commission asked that information be forwarded to them.

12. Mentioned SB 1261 and told the Commission that Mary Louise Stong, Vice-President of the Friends, would discuss the need for strong support of this bill. It was moved by Commissioner Stern, seconded by Commissioner Malone and unanimously approved that a strong resolution be sent supporting Senate Bill 1261.

RESOLUTION #631

WHEREAS, the present Public Library Services Act funding is $800,000, the same as in 1963 when the program began, and

WHEREAS, The San Francisco Public Library has received valuable aid under this Act in the past to strengthen its resources, and

WHEREAS, the continued development of the Library as a cultural and information center for San Francisco, and a Regional Reference Center for Northern California will be increasingly dependent upon State funds in the future, and

WHEREAS, SB 1261 repeals the equalization formula for grants, and substitutes "an amount equal to the actual costs of system activities" and establishes 50 cents per capita as the cost for 1972-73 and continuously appropriates funds for the program; now, therefore be it

RESOLVED, that the San Francisco Library Commission does hereby support strongly the passage of SB1261 (Collier) - Amend Public Library Services Act.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

Told the Commission that she spent a busy and pleasant month visiting some branches and hopes to visit all the branches very soon.

She is working on the reception to be given with the Friends of the Library for Mrs. Ethel Crockett, State Librarian, on October 18 from 4 to 6 PM in the Special Collections Department. She passed out a sample of the invitations which are being sent.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETON, PRESIDENT

Mr. Andrew Hoyem reported that within the last month an $8,580 grant has been received from the San Francisco Foundation for Phase 2, Reading is FUNdamental. Mrs. Careth B. Reid was chosen as the new director on October 1 for a six month period.

The outing at University of California, Santa Cruz was a great success with 54 members of the Friends in attendance. Mr. Hoyem urged the Commission to attend the reception for Mrs. Crockett on October 18.

Miss Mary Louise Stong, KEEP LIBRARIES ALIVE, informed the Commission that she and Grace Macduff accompanied the City Librarian to a meeting in Sacramento on September 14 to discuss strategy on passage of SB 1261 for funding of the Public Library Services Act. The Bill, which would fund California's public library systems, was authored by Senator Randolph Collier, was approved by the full Senate and is now awaiting action by the Assembly immediately following the November 7 election day.

It is vital for all persons who support improved library services through regional cooperation and shared resources to let their Assemblymen know of their concern. Unless SB 1261 is passed, the twenty-one library systems which have been funded throughout the State are fated to disintegrate. While it is anticipated that SB 1261 will pass the Assembly, the problem lies with the Governor who is not supporting new funding bills.

KEEP LIBRARIES ALIVE has written to the Mayor and Supervisors asking for the Library to receive priority attention in Allocation of General Revenue Sharing Funds. Letters promising support were received from Supervisors Feinstein, Kopp, Gonzales, and Francois.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. In Commissioner Day's absence, it was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $2,908.53 for the month of September be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #628

RESOLVED, that the Library Commission hereby authorizes the attendance of Mary Landgraf and Marilyn Thieme to the "Legal Bibliography for Non-Legal Librarians" course at Hastings College of Law in San Francisco from September 28 to October 19, 1972; their registration expenses to be paid out of state funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #629

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Goodwin, Linda Crismond, and Patricia Sullivan to the Library Institutes Planning Committee's "Acquisitions Explored" institute in Palo Alto, California, October 27-28, 1972; their registration expenses to be paid out of the regular library travel budget as travel funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #630

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

LIBRARY EXTENSION
COMMISSIONER STERN

1. Told the Commission that the outing at University of California in Santa Cruz on September 30 was a wonderful and meaningful day for all who attended.

2. Announced that an Acquisitions Committee has been started under her Chairmanship. Mrs. Gladys Hansen, Senior Librarian in Special Collections, is on the Committee. The types of things we can do through this Library are tremendous. This project will involve many people who are interested in acquisitions and Commissioner Stern is very enthusiastic about an exciting year ahead with this Committee.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the Library's Public Relations Activities Report for the month of September be accepted.

2. Passed out publicity literature prepared by the Children's Librarians showing different programs which were planned. Commissioner McDonnell drew the Commission's attention to the board displaying program announcements printed last month and pointed out that there was something for everyone.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER TOURNAHU

No report.

OTHER BUSINESS

The City Librarian submitted a proposal asking an allocation of $1,017,682 in proposed General Revenue Sharing funds. The request concentrated upon deferred items, capital improvement, and equipment categories, and programs emphasizing one-time expenditure of funds. The following categories were discussed:

Replacement of three vehicles plus bookmobile	$ 45,600
Microfilm book charging system	50,000
New and replacement furniture	75,957
Maintenance and improvement of buildings	206,500
Moving of Technical Services quarters	117,588
EDP Program for automating order and cataloging	68,000

The above represents deferred items from past budgets and reflect certain guidelines and priorities expressed by the Mayor's office. With the exception of the first item, the following are high priority items not specifically deferred in previous buegets:

Library security guard system	$ 40,000
Alarm security system	50,000
Microfilm/Microimage materials	109,037
Personnel utilization	25,000
Early Childhood mobile unit	30,000
Branch Information Center pilot projects	100,000
Branch furniture replacement	100,000

It was moved by Commissioner Stern, seconded by Commissioner McDonnell, and unanimously approved that a proposal for allocation of $1,017,682 in General Revenue Sharing funds for the Library be forwarded to the Mayor.

There being no further business to come before the Commission, the meeting was declated adjourned until Tuesday, NOVEMBER 14, 1972 (second Tuesday) at 3:30 PM.

Respectfully submitted,

John F. Anderson

JOHN F. ANDERSON, City Librarian
Secretary pro tem
San Francisco Public Library Commission

October 3, 1972

RESOLUTION NO. 630

RESOLVED, that the following non-Civil Service, temporary, and recertification of temporary appointments which have been made by the City Librarian for the month of September 1972 be approved:

1422 Jr. Clerk Typist
Bette Wilgus

3602 PT Page
Michael E. Clark
Alfredo Delemos, Jr.
Emory Filer
Raymond Gin
Steven Hom

3602 PT Page
Gary Jew
Keith Louie
Charles Tanski
Ivy Tsang
Jerry Wong
Howard Woo
Bradley Yee

AND FURTHER, that the following resignations of non-Civil Service, part-time, and temporary positions be accepted:

3602 PT Page
Claudia Dienes
Harry Hu
Dewey Kwong
James Kwong

3602 PT Page
Bettie Yee
Henry Yee
Kirven Blaylock
Jerry Wong

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

November 14, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, November 14, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Lisle, Malone, McDonnell, Stern, and Tournahu. Excused: Commissioner Day.

It was moved by Commissioner Malone and seconded by Commissioner Stern that the minutes of the October meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Informed the Commission that he visited the Ortega branch on Friday and things are moving along very well. The interior has been repainted in contrasting red/brown and white and the furniture is in the process of being refinished. Miss Kincaid, Coordinator, Adult Services, has prepared a list of books and records that citizens might contribute per the request of Barry Adler. The City Librarian hopes the reopening will take place in January 1973.

2. The City Librarian said he was pleased that Proposition 18 had been defeated and further stated that SB1261 was due to be considered in the Assembly very soon.

3. The City Librarian has accepted the Co-chairmanship (with Mary Louise Stong) of the CLA Legislative Committee for 1973. Miss Stong will mobilize citizen effort and Mr. Anderson will work with the profession on drafting plans and legislation.

4. Passed around a letter from Acting Clerk of the Board of Supervisors, Philip P. Engler, requesting used books or other material on Chinese culture and history for the Chinese Cultural and Trade Center. The City Librarian explained that the Chinatown branch staffed by Chinese bilingual people have developed a Chinese language collection which needs to be at this location for maximum use by Chinatown residents. We are also building a Chinese historical collection at the Main Library under the supervision of Mrs. Gladys Hansen, Senior Librarian in the Special Collections Department. Mrs. Hansen also serves on the Chinese Historical Society Board of Directors. It was moved by Commissioner McDonnell, seconded by

Commissioner Stern, and unanimously approved that a letter be sent to the Board of Supervisors explaining the facts as well as difficulties involved in transferring any of the Library's resources to a non City-County agency.

5. Announced that the Hearing in San Francisco on National Commission on Libraries and Information Science will be held Wednesday, November 29, 1972. The City Librarian hopes that all Commissioners would have time to stop by the hearings. President Callanan, as well as the City Librarian, has submitted testimony in writing. He urged all Commissioners to attend the reception for the National Commission, Tuesday night, November 28, 1972 at 5:30 p.m. in the Special Collections Room.

6. Transfer of funds for the library delivery truck and periodicals was denied by the Finance Committee of the Board of Supervisors. We were asked to submit a supplemental budget through the Mayor's office. It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the supplemental appropriation, involving $36,875 in accordance with the privisions set up by the City Librarian, be submitted to the Mayor's office.

7. Announced that Roberto Esteves is working half time with Cable TV Task Force projects. We are seeking outside funding for projects. Commissioner McDonnell suggested a liaison with City College as they have money for this purpose. The City Librarian passed around flyers announcing a Video/cable workshop in the Commissioners' Room on November 17, 1972.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. The Assistant City Librarian gave a progress report on corrective measures in the Technical Services Division. The following conditions have been improved: Flooding problems of last winter appear to be solved with the installation of the new sewer lines; all exhaust grills were cleaned and will receive regular custodial attention; the possibility of relocating the entire printing operation to another more suitable location in the Main building is being studied; safety measures have been installed; and more ways are being studied to alleviate the crowded conditions in the Technical Services Department.

2. Announced the Registration Department now has a new supervisor and the Assistant City Librarian and the Chief of the Main Library are now studying organization and work flow in this department.

3. Introduced Effie Lee Morris, Coordinator, Children's Services, who spoke on Children's Book Week, BOOKS NOW - BOOKS WOW, November 13-19. She called the Commission's attention to the excellent exhibit on the second floor and the fact that there is literature in twenty-three languages at all age levels. The Trip Trap Troupe, composed of children's librarians, who have built the stage, written the scripts and designed the puppets supported by funds from the Friends, will present weekly performances of the puppet shows, "Three Billy Goats Gruff" and "The Shoemaker and the Elves". The program will begin in the Main Children's Room during Book Week and then to the branches. Miss Morris showed the Commission a copy of PINOCCHIO in Italian, a gift from Mr. Cerasi, Secretary to the Library Commission, brought back on his recent trip to Italy. Reported on the annual joint dinner composed of the San Francisco Unified School District Elementary Librarians and San Francisco Public Library Children's Librarians at Kuo Wah Restaurant, on Thursday, November 9, 1972. A poetry book IMAGINARY GARDENS WITH REAL TOADS--by San Francisco children was presented to the Commissioners.

   Mrs. Grace Ruth has been named Director of the Early Childhood Education Project. She has worked in various branches and served as head of Anza and the Main Children's Room. Miss Cheryl Watson, a specialist in children's work in Washington State, will be Assistant Director. Miss Morris introduced Miss Watson to the Commission.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Announced that the 1972 Columbus Day Celebration Schedule of Events listed Italian Exhibits which were on display at North Beach Branch Library.

2. Read Ordinance No. 306-72 amending Section 8.7 of the San Francisco Administrative Code to provide procedure for disposition of material of historical significance prior to destruction. Before any book, document, photograph, map, architectural drawing, record, bond certificate, or other material of historical significance is disposed of, it shall be offered by the office concerned to the San Francisco Public Library.

3. Passed around a picture of marble statues of lions seen in Italy in hopes that they might be donated by an interested party or parties to be placed on the pedestals at the main entrance of the Main building.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SETOH, PRESIDENT

1. Miss Mary Louise Stong, Vice-President of the Friends, announced that a news bulletin entitled FREE will be out within the next few weeks. The publication will list the library services plus programs and Friends activities.

2. Extended an invitation to the Commission to attend the Hearing of the National Commission on Libraries and Information Science which will be held Wednesday, November 29, 1972.

Keep Libraries Alive: SB 1261 is now in the Governor's office and much mail has been received by his office regarding the importance of the passage of this bill.

The State, in considering how to spend its share of the Revenue Sharing program, would reduce the State Income Tax and if this were to happen it would adversely affect San Francisco. It is very important that people be aware of this. KLA speakers were very effective at the public hearing on Revenue Sharing, Thursday, November 9, 1972. Citizens want a say on the use of this money in an effort to keep taxes down and it is the feeling that staff should become more involved with community groups for better communication with citizens on library needs and programs.

Commissioner Stern commended Miss Stong for her excellent presentation and informed the Commission that the committee members to send communications to are: Thomas Mellon, Nathan Cooper, Harvey Rose, and George Grubb, and encouraged all to send letters on behalf of the library. Miss Stong announced that the committee under Mr. Tolan's program was studying the possibility of having a five-year budgeting program in lieu of the yearly presentation which is now in effect.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books for the month of October 1972 in the amount of $1,891.25 be accepted.

2. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #633

RESOLVED, that the Library Commission hereby authorizes the acceptance of the gift from Robert Lurie; one oak table, (glass top), one carved oak office desk and chair, one three tier end table, four carved oak arm chairs, one carved oak cabinet desk, one carved oak file cabinet, one carved oak two door cabinet, one Richardson safe, and two costumers belonging to Louis R. Lurie, appraised at $730.00.

President Callanan asked that a letter of gratitude be sent to Robert Lurie for his generous gift.

3. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #634

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol E. Moss, Assistant City Librarian, to attend the annual conference of the California Library Association in Anaheim, from November 30 - December 4, 1972; and John F. Anderson, City Librarian, on the same dates and on November 28 to conduct recruitment interviews at library schools in the Los Angeles area; with expenses to be paid from the library travel budget as travel funds permit.

4. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #636

RESOLVED, that the Library Commission hereby authorizes the attendance of Linda Crismond, Effie Lee Morris, and Reed Coates to attend the annual conference of the California Library Association in Anaheim, California from November 30 - December 4, 1972; with expenses to be paid from state funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #637

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

LIBRARY EXTENSION
COMMISSIONER STERN

Commissioner Stern passed around the checklist of the Max Beerbohm exhibit on the third floor corrider near the Special Collections Department. Commended the excellent display commemorating the 100th anniversary of the birth of Max Beerbohm. Materials were borrowed from Joseph M. Bransten.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER MCDONNELL

It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the Library's Public Relations Activities Report for the month of October 1972 be accepted. Commissioner McDonnell congratulated the staff in adult services and children's services for the fine programs which are being presented to the public.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER TOURNAHU

No report.

COMMUNICATIONS

1. FROM: John A. Kidder, Chairman, Buildings and Grounds Committee, announcing a meeting of the Buildings and Grounds Committee of the Board of Education on Tuesday, November 21, 1972, 7:00 p.m., Samuel Gompers High School, 110 Bartlett Street.

2. FROM: Lea Burroughs, Children's Librarian, a telegram asking endorsement of Children's Librarians petition to be presented today.

OTHER BUSINESS

Miss Sally Houston, Children's Librarian at Waden Branch, made the presentation on behalf of the children's librarians that Children's Librarian should be a separate classification, such as, 3630, Librarian I, Children's Librarian. Miss Houston read the petition to the Commission stating various reasons for this request as it is the Children's Librarian's feeling that only Children Librarian Specialists should work with the children. Commissioner Malone asked if this request might not fall into all librarian categories, such as, cataloging, ordering, history, etc. President Callanan recommended that the matter be studied by the Personnel and Staff Relations Committee and asked that Commissioner Malone, chairman of the Committee, report back to the Commission at the next meeting.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

November 14, 1972

RESOLUTION NO. 637

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October 1972 be approved:

1408 Principal Clerk
Betty Parker

2714 Janitor
Charles Ricard

3602 PT Page
Ernest Alvarez
Janice Brown
Michael Canright
Terry Dunbar
Charles Engelstein
Edith Eskridge
Lawrence Fan
Nancy Howell
Terry Hunter
Alberta Jackson
Daphne Kay
Lawrence King
Alan Kitashima
Joell Liebert
Chris Mathisen, Jr.
Kaoru Orimoto
Juan Pavageau

3602 PT Page
Michael Perdue
Judith Sheehan
Edgard Solorzano
Noel Sotto
Ronald Stewart
Rafael Trujillo
Michael Valter
Peter Weinstein

3610 Library Assistant
Ronald Chabot

3630 Librarian I - PT
Nancy Fong
Doris Tatko

3630 Librarian I
Jane Lannak
Cheryl Watson

7334 Stationary Engineer
Seth Eames

AND FURTHER that the following resignations of non-Civil Service, part-time, and temporary positions be accepted.

1422 Jr. Clerk Typist
Janice Brown

3602 PT Page
Kirven Blaylock
John Carter
Teresa Caughman
Sherwood Cheuk
Ruth Kors

3602 PT Page
Hubert Lee
Marguerite Ramirez
Gary Tom
Sharon Toy
Jerry Wong
Lambert Woo
Raymond Gin Woo
Hector Zavala

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

December 12, 1972

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, December 12, 1972 in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 pm by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Malone, McDonnell, and Stern. Excused: Commissioners Lisle and Tournahu.

It was moved by Commissioner Stern and seconded by Commissioner Malone that the minutes of the November meeting be approved as submitted. There being no objection, it was so ordered.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Reported on the California Library Association's conference at Anaheim stating that the keynote address by Bert Ramkin who is Associate Commissioner USOE, was not very encouraging inasmuch as he confirmed the news that federal funding of libraries is on the downward path. This next year may be the last year for federal library support and this means BARC, Early Childhood, and South of Market Projects would be affected. ALA Executive Director, Robert Wedgeworth, reminded us that ALA has a legislative program which is intended to be successful.

2. Informed the Commission that another meeting at the conference involved changing the law on the Board of Library Examiners and the certification and registration of librarians. The City Librarians of Los Angeles and San Francisco think the state law requiring their service is outdated and alternatives involving legislation are now being investigated.

3. Mrs. Moss, Assistant City Librarian, found the conference very helpful. She attended several meetings on participatory management. She commented on the handbook which was distributed at the Task Analysis workshop and also mentioned that the meeting dealing with starting libraries on automation projects was one of the highlights of the conference.

4. The City Librarian announced that he went to USC library school to interview several students, mostly minority persons, for recruitment and found several good candidates.

5. We are trying to set a policy on video tape cable TV. We are working on this at the present time but it needs further work. Will report on this matter in the near future.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Reported on the progress in the Technical Services Department. Things are moving along satisfactorily and the Assistant City Librarian commended the staff of the department for their excellent cooperation in keeping things orderly.

2. The Assistant City Librarian is working on work procedures in the Registration Department and will report on the progress being made in this department.

3. Announced that the Ortega Branch will probably be open for business in February of 1973 and that Mrs. Glenda Hooper has been named Head Librarian at this Branch.

SECRETARY'S REPORT
MR. GEORGE CERASI

The Secretary reported that the estimated cost of installing fresh air supply and exhaust ventilation systems at the Annex ground floor (Technical Services Department) is $14,500. Will report further when more information is obtained.

FRIENDS OF THE LIBRARY REPORT
MR. THEODORE SUTRO, PRESIDENT

1. Mrs. Norman Mundy reported that the first issue of FREE, the Friends publication, was printed and 10,000 copies have been distributed to the Main and Branch Libraries. Money from the Charles E. Merrill Trust Fund was used for this publication.

2. Book Sale will be held on March 28, 29, 30, 31, and April 1. Books for the sale are not up to par as in the past years.

Commissioner Stern commended the Friends for the excellent job they did in publishing FREE and expressed great appreciation for the $5,000 gift from the Charles E. Merrill Trust Fund. Commissioner Stern stated that the publication will reach out to everyone in the community.

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No report.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER DAY

1. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books for the month of November in the amount of $7,746.21 be accepted.

2. It was moved by Commissioner Day, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #638

RESOLVED, that the Library Commission hereby authorizes the attendance of John F. Anderson at the Mid-Winter meeting of the American Library Association in Washington, D. C. from January 26-February 2, 1973; his expenses to be paid out of the regular library budget as travel funds permit.

3. It was moved by Commissioner Day, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #639

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Mid-Winter Meeting of the American Library Association in Washington, D.C. from January 27-February 2, 1973; his expenses to be paid out of State funds.

4. It was moved by Commissioner Day, seconded by Commissioner Malone, and unanimously approved that the following resolution be adopted:

RESOLUTION #640

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the Mid-Winter meeting of the American Library Association in Washington, D.C. from January 27-February 2, 1973; his expenses to be paid out of Bay Area Reference Center funds.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner McDonnell, and unanimously approved that the following resolution be adopted:

RESOLUTION #641

Approval, non-Civil Service, temporary, and recertification of temporary appointments.

(attached to minutes)

2. It was moved by Commissioner Malone, seconded by Commissioner Lisle, and unanimously approved that the following resolution be adopted:

RESOLUTION #642

WHEREAS, Mrs. Barbara Throolin has been employed by the San Francisco Public Library for the past thirty-seven years, and has retired from her position as Head of the Golden Gate Valley Branch; therefore, be it

RESOLVED, that the San Francisco Public Library Commission does recognize and appreciate the excellent and cooperative service that she has rendered to the San Francisco Public Library and the citizens of San Francisco; and be it

FURTHER RESOLVED, that the Commission joins the staff and administration in wishing her many years of health and happiness.

3. Commissioner Malone announced that the petition signed by the Children's Librarians is being studied and an announcement concerning the Commission's decision in this action will be forthcoming at a future Commission meeting.

LIBRARY EXTENTION
COMMISSIONER STERN

1. Commissioner Stern reported on the reception and meeting of the National Commission on Libraries and Information Science which were held on November 29 - 30, 1972. She told of the different testimonies from all over the west and there was a review on what the Commission had done in Chicago. It was very inspiring and a great pleasure to meet these people and hear them in action.

2. Announced that a Centennial dinner was being held by the Los Angeles Library. The price is $62.50 per person and this money will be used to improve their Library. She spoke of the Los Angeles Library's Public Relations publication West Ways for December featuring full color spread of Los Angeles Public Library, and gives much information on libraries.

3. Extended her appreciation of Mr. Joseph Bransten's generous gift to the Library for publication of the Max Beerbohm exhibit folder. It was moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved that the Secretary write a letter thanking him for his generosity.

4. Commissioner Stern suggested that perhaps the Library might work with the University of California in setting up a course on bindery and printing. It would be a 10-week course with a minimum of 15 students. The tuition would be paid by the student with some financial help from the Friends.

Mr. Anderson stated that the policy of the library would have to be changed if this were to happen as this would be classified as an exception from the regular library policy. All meetings now held in the library are open to everyone and regulations require no fee or admission be charged. Miss Kincaid, Coordinator of Adult Services, advised that most persons who do attend meetings in the library are not interested in accumulating credits.

5. Commissioner Stern announced that the Grabhorn Press book, California as an Island, has been selected as the Christmas publication of the Book Club of California.

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the Library's Public Relations Activities Report for the month of November 1972 be accepted.

2. Commissioner McDonnell called the Commission's attention to the display of flyers and mentioned a few of the very interesting programs and projects being sponsored by the Library. Commended the flyers announcing children's programs at the various branches and informed the Commission that all children are invited to help trim the Christmas tree at the Library.

3. Read a letter from Harry S. Beerbohm, a relative of Max Beerbohm, thanking the Commission for the excellent exhibit in the Main Library honoring the anniversary of Max Beerbohm's 100th birthday.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER TOURNAU

No report

COMMUNICATIONS

FROM: Sidney M. Wolinsky, Attorney-at-Law of the Law Offices of Public Advocates, Inc., claiming an underrepresentation of minority group people in the professional and policy-making positions throughout the Library System and asked to discuss these matters with the Commission.

Commissioner McDonnell pointed out that this matter should go through the proper channels as stated in the City Charter. The proper procedure is to present the facts to the Chief Executive Officer. The Commission would be guilty of misconduct were it to handle personnel matters and bypass the Chief Executive Officer. He further stated that the merits of the letter are acceptable, but the procedure is not correct.

It was moved by Commissioner McDonnell, seconded by Commissioner Malone, and unanimously approved that the City Attorney be contacted as to the proper procedure as outlined in the City Charter.

There being no further business to come before the Commission, the meeting was declared adjourned until the third Tuesday, JANUARY 16, 1973.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

December 5, 1972

RESOLUTION #641

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November 1972 be approved:

1422 Jr. Clerk Typist
Virginia Fries

1444 Clerk Stenographer
Kathryn Coleman

3602 PT Page
Annie Campillo
John Carter
Christian Guastella

3602 PT Page
Walter Johnson
Wayne Woodcock

3630 Librarian I - PT
Linda Ramey

3630 Librarian I
Anna Owen

AND FURTHER, that the following resignations of non-Civil Service, part-time, and temporary positions be accepted:

2714 Janitor
Charles Ricard

3602 PT Page
Julie Costanzo

3602 PT Page
Virginia Fries
John Nash
Martha Norman
Wayne Woodcock
Walter Johnson

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